DOCUMENT RESUME

ED 114 542 95 CE 005 390

TITLE Sources of Information on Career Education: An Annotated Bibliography.
INSTITUTION California State Dept. of Education, Sacramento. Career Education Task Force.
SPONS AGENCY Office of Education (DHEW), Washington, D.C.
PUB DATE 75
NOTE 66p.

EDRS PRICE MF-$0.76 HC-$3.32 Plus Postage
DESCRIPTORS *Annotated Bibliographies; *Career Education; Elementary Secondary Education; *Information Sources; Instructional Materials; Post Secondary Education; *Resource Guides
IDENTIFIERS California

ABSTRACT

The annotated bibliography, listing source materials pertinent to career education, is arranged alphabetically within each of eight sections. The first four sections present selected sources of information on: (1) the nature of students in the 1970's, (2) the occupational market, (3) statements of objectives, and (4) methods of developing curriculum. The fifth section includes teacher and student resources relating to career education and occupational preparation divided into a list of California sources and out-of-State sources. Part 6 presents a list of basic sources and useful reports and a list of names and locations of sources for counselors and other guidance personnel. Sources dealing with program evaluation guidelines are listed without annotations in part 7. The eighth and final part contains supplemental sources of information related to career education, including printed materials, audiovisual, and other instructional aids. Appended is an alphabetical list of publications of the Center for Vocational Education. (Author/MS)

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Sources of Information on

Career Education

An Annotated Bibliography

Compiled by the
CAREER EDUCATION TASK FORCE

CE 005 390

This publication, which was funded with federal funds, was prepared and published by the California State Department of Education, 721 Capitol Mall, Sacramento, CA 95814. The activity which is the subject of this report was supported in whole or in part by the U.S. Office of Education, Department of Health, Education, and Welfare. However, the opinions expressed herein do not necessarily reflect the position or policy of the U.S. Office of Education, and no official endorsement by the U.S. Office of Education should be inferred.

Printed by the Office of State Printing and
distributed under the provisions of the
Library Distribution Act
1975

Preface

In April, 1972, a bibliography of source materials pertinent to the emerging concept of career education was compiled by the Information Search and Retrieval Project of the Office of Program Planning and Development, California State Department of Education.

The priorities that have been accorded career education *nationwide* have given great impetus to the development of career education programs. Those programs have resulted in a spectacular increase in the number of documents, reports, and other resource materials of importance to educators, counselors, administrators, and others involved in the implementation of career education.

This bibliography, which was prepared under the direction of the Department of Education's Career Education Task Force, represents the efforts of the task force to update and expand the 1972 bibliography. Extensive effort has been made to identify as many current and recent sources as possible and to annotate them. In some instances materials that cannot be described as "current" are included because of their persisting value and relevance to career education.

The information included in this document was derived from materials housed in the offices of the Career Education Task Force; the Department's Research Coordinating Unit; California facilities of the nationwide ERIC system; the California State Library; the public library system in Sacramento; the library of California State University at Sacramento and the Regional Curriculum Materials Depository housed on that campus; library facilities at the University of California at Davis; and the U.S. Government Printing Office in Washington, D.C.

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Part I
The Nature of Students in the 1970s

Part I includes sources of valuable information about children, youth, and adults of the time—young people across the nation who are inside or outside the educational systems. These materials address themselves to a number of such important questions as the following: What are boys and girls of the 1970s like? What are their goals in life? Why are they dissatisfied and often rebellious? What are the causes of student unrest, violence, alienation, and disorientation? Why do so many students drop out of school at an early age? Why do so many students make the wrong decisions about their careers or make no decisions at all? The materials also provide information about growth and development, levels of ability and intelligence, the influence of modern communication media, socio-economic pressures and influences, ecological and military-political threats, and other factors and issues that are vitally germane to career education programs. The focus in this selected list is on a better understanding of American youth.

Abrell, Ronald C., and Charles C. Hanna. "High School Student Unrest Reconsidered," *High School Journal*, LIV (March, 1971), 396–404.
This article is the report of a study of activism, educational change, student attitudes, and degree of student participation in high school activities.

Ackerly, Doug. "An Activist Student Comments," *NASSP Bulletin*, LV (February, 1971), 13–19.
The author of this article presents a candid discussion of educational changes, standards of behavior, the power structure, the relevance of education, student opinion, and teacher-student relationships.

Advisory Task Force Report to the White House Conference on Youth, 1971. Washington, D.C.: White House Conference on Youth, 1971.
This is an essential source of information on dropouts, attitudes toward education, educational opportunities, the relevance of education, youth problems, students' goals, and other pressing matters.

Botz, Robert. *Counselor Image in the Secondary Schools of Kalamazoo, Michigan.* Kalamazoo, Mich.: Educator Feedback Center, Kalamazoo Public Schools, 1970.
This report includes student opinions of counselors, reactions to guidance, the performance of counselors, relationships between students and counselors, and degree of effectiveness of counseling and guidance services.

Bryant, Barbara. *High School Students Look at Their World.* Columbus, Ohio: R. H. Goettler and Associates, 1970.
This is the report of a 1970 study of Ohio high school students—their attitudes and feelings, their goals and aspirations, their problems and complaints, their evaluations of educational methods and patterns, their opinions of society and the modern world, and so on.

Career Education Implications for Minorities. Washington D.C.: U.S. Department of Health, Education, and Welfare, June, 1973.
Annotated in Section VIII-A

Citizens for the 21st Century: Long-Range Considerations for California Elementary and Secondary Education. (A Report from the State Committee on Public Education to the California State Board of Education) Sacramento: State Committee on Public Education, 1969.
Often referred to as the "SCPE Report," this document contains information about many facets of public school education in California. It includes material on pupil characteristics, youth problems, student unrest, critical urban factors, socioeconomic pressures, disadvantaged children, the need for more meaningful education in our schools, and present and future needs of children and youth.

Covey, Barbara L. *Teaching Gifted Students English Usage in Grades Seven Through Nine.* Prepared for the Division of Special Education. Sacramento: California State Department of Education, 1970.
Although the focus of this publication is on teaching English, the book contains much information on modern youth, talented or not. The document includes descriptions of the unrest, energy, and awareness that characterize youth in the 1970s and useful information about the nation's communications media.

Dalton, Elizabeth L. "Pupil Selection of Teachers," *Educational Leadership,* XXVIII (February, 1971), 476–79.
This article includes a discussion of how pupils often look at teachers and how they might choose them if they could; it includes information on teacher characteristics and the evaluation and selection of teachers.

Della-Dora, Delmo. "What's Bothering Us?" *Educational Leadership,* XXIX (December, 1971), 225–28.
The principal of a middle school in Mill Valley, California, writes about problems and issues of concern to many students. He tells what some schools in the country are doing about these problems and suggests what more can be done.

Driscoll, Andrea H. "A Student View of Campus Disruption," *Journal of the National Association of Women Deans and Counselors,* Winter, 1971.
This article is about student alienation, student attitudes and behavior, youth's values and opinions, and student participation.

Encyclopedia of Educational Research (Fourth edition). American Educational Research Association. Edited by Robert L. Ebol. New York: Macmillan Co., 1969.
This source contains much information on the characteristics and needs of school children and youth; the dropout problem at length; educational programs, student-teacher relationships, youth problems, occupational preparation, guidance and counseling, and other matters that involve career planning.

Ferguson, Donald G. *The New Morality of Teenagers–The New Student Voice.* Paper presented at the American Association of School Administrators' Convention, Atlantic City, N.J., February 14–18, 1970. Washington, D.C.: American Association of School Administrators, 1970.
The paper is about youth activism, conflict, unrest; values and attitudes of modern youth; student reactions; curriculum development and developmental programs; student motivation; and the needs of today's youth.

Flemmings, Vincent C. *Student Unrest in the High Schools: A Position Paper.* New York: Center for Urban Education (105 Madison Ave., New York 10016), 1970.
This paper deals with student unrest and conflict, alienation, attitudes; social problems; and educational goals.

Handbook for Junior High School Education in California. Prepared by Adin D. Henderson. Sacramento: California State Department of Education, 1969.
This handbook contains some specific information on the characteristics and needs of boys and girls at the junior high school level.

High Schools in 1970: A Study of the Student-School Relationship. Edited by A. C. Erlick. Lafayette, Ind.: Purdue Opinion Panel, Purdue University, 1970.
This report includes information on student opinions and attitudes, academic achievement, educational goals, and counseling services.

Johnson, Roosevelt. *Black Agenda for Career Education.* Columbus, Ohio: ECCA Publications, Inc., 1974.
Mr. Johnson presents data and ideas that address the concept of career education as it relates to black Americans.

"Leadership Development Programs Encourage Youth to Remain in the Region," *Appalachia,* IV (September, 1970), 1–16.
This article is about community involvement, youth opportunities, student opinion, and leadership training.

Lifton, Fred B. "Why Are We So Scared of Our Kids?" *American School Board Journal,* CLVIII (March, 1971), 48–50.
The author presents an appraisal of the real needs of youth–an effort to understand what they think and feel and hope to find. Educational trends and student projects are discussed.

McCandless, Boyd R. *Adolescents: Behavior and Development.* Hinsdale, Ill.: The Dryden Press, Inc., 1970.
This book is about the need for a better understanding of our teenage youth–their problems, growth, goals, and reasons for behavior.

McCarthy, Barry W., and Alan D. Berman. "A Student-Operated Crisis Center," *Personnel and Guidance Journal,* XLIX (March, 1971), 523–28.

Youth's capacity for caring and doing for others, factors of motivation; guidance, mental health, and involvement are discussed.

Morgan, Robert L., Mollie W. Shook, and J. K. Dave. *An Anthology of 15 CE Programs.* Raleigh, N.C.: North Carolina University at Raleigh, 1973.
Annotated in Section VIII-A

Nolen, Pamela (senior, Shorecrest High School, Seattle, Wash.). "Coming of Age in a Work-Oriented World," *Educational Leadership,* XXIX (December, 1971), 234–36.
This article contains a graduating high school senior's plea for society to change its view as to what constitutes a mature person. It is her belief that too often an "adult" is equated with one who has a job. She feels that a young man or woman who goes on with higher education may also be quite mature and quite adult.

Pratte, Richard. "The New Sensorium: The New Student," *School and Society,* XCIX (March, 1971), 160–63.
The author urges educators everywhere to pay more attention to the views, the thinking, the values, and the needs of modern youth, who are living in a much different environment than that of the previous generation.

Report of the National Advisory Commission on Civil Disorders. Otto Kerner, Chairman. Washington, D.C.: U.S. Government Printing Office, 1968. (Also available from Bantam Books, Inc., New York, 1968; edited by the *New York Times.*)
This report includes much information about youth unrest, causes of youth conflict, alienation, disadvantagement, value clashes between the new and the older generation and between the young person and society; youth's views on authority, and "establishment," and education; and needs and goals of children and youth.

Rhodes, James A. *Vocational Education and Guidance: A System for the Seventies.* Columbus, Ohio: Charles E. Merrill Publishing Co., 1970.
This book is intended not only for career education personnel but for all educators at all levels. It includes a discussion of education-employment problems, social forces, the curriculum, resources, career orientation and exploration, occupational preparation, work-adjustment programs, and preparing for change. It is appropriate for elementary school through high school and beyond.

Rogers, Carl R. "Can Schools Grow Persons?" *Educational Leadership,* XXIX (December, 1971), 215–17.
Personal involvement and respect for the young individual are key themes of this statement. "No institution, no carefully planned program or curriculum, can grow persons. Only *persons* can grow persons."

Silberman, Charles E. *Crisis in the Classroom: The Remaking of American Education.* New York: Random House, Inc., 1970. (Available in paperback as a Vintage Book, Random House.)
John Fisher, President of Teachers College, Columbia University, has called this book "one of the most significant statements on education to appear since World War II." It is a carefully written, thorough work that aims to provide a better understanding of the students in our schools.

Stogdill, Ralph M., and Nicholas P. Coady. "Preferences of Vocational Students for Different Styles of Supervisory Behavior," *Personnel Psychology,* XXIII (Fall, 1970), 309–12.
This article deals with student opinions and attitudes, vocational education, and the performance of supervisors and other personnel.

Strang, Ruth. *The Adolescent Views Himself: A Psychology of Adolescence.* New York: McGraw-Hill Book Co., 1957.
This book is a source of information on the growth, development, emotions, thinking, and maturation of young people in their teen years.

"The Crisis of Career Education," *EPIC.* New York, N.Y.: National Urban League Education Division, Summer, 1972.
Annotated in Section VIII-A

Venn, Grant. *Man, Education, and Manpower.* Washington, D.C.: American Association of School Administrators, 1970.
A major contribution on youth and careers, this book contains information, criticism, data, and suggestions for solutions to problems. It is a tool for personnel dealing with youth and career planning.

Weber, Evelyn. *Early Childhood Education: Perspectives on Change.* Worthington, Ohio: Charles A. Jones Publishing Co., 1970.
This publication contains helpful information on the child's early years in the learning environment.

"What's Troubling High School Students?" *Today's Education,* (September, 1970), 32–39.
The article is about youth unrest, the attitudes and goals of modern American students, critical problems in the learning environment, and student-authority relationships.

Youth: Change and Challenge. Edited by Erik H. Erikson. New York: Basic Books, Inc., 1963.
The writer explores from different points of view the lives of young people in an era of radical change and severe transition; he discusses youth attitudes, goals, and values and seeks to help the adult world understand the very real problems which children and youth face nearly everywhere today.

Part II
The Occupational Market

Part II includes lists of sources of information relating to the current occupational market in the United States and includes some projections for the future. These materials contain useful and important information about employment opportunities, job outlook, occupational trends; job requirements and qualifications; jobs available to youth (to teenagers without a college education or without special preparation, to students who have completed certain skill courses in high school; to youth who have two years of community college technical training; and to young adults after baccalaureate, master's, and doctoral degrees); and sources of current data relating to job supply and demand.

While occupational conditions are subject to shifts and changes, most of the information available from these sources is fundamental and useful. Current data on job status or change can be obtained by enlisting the help of the agencies reported in Part VI-B of this document.

American Indians in California: Population, Education, Employment, Income. San Francisco: California State Department of Industrial Relations, 1965.
This report of a study about the Indian minority in this state includes an examination of factors of low income, disadvantagement, rural-urban differences, employment opportunities, employment levels, and academic achievement.

Brinker, Paul, and Wendell H. Russell. *Resources for Southern Manpower Development.* Oak Ridge, Tenn.: Oak Ridge Institute of Nuclear Studies, 1965.
This detailed study contains statistics and other information on human resources in the South: employment data, the status of industry, educational programs, job training, manpower development, and academic achievement.

Education and Training: Learning for Jobs (1968 Report of th: Secretary of Health, Education, and Welfare to the Congress on the Manpower Development and Training Act). Washington, D.C.: U.S. Department of Health, Education, and Welfare, 1968.
This booklet can be obtained by writing the U.S. Government Printing Office (Superintendent of Documents) in Washington, D.C.

The Encyclopedia of Careers and Vocational Guidance. In two volumes. Edited by William E. Hopke. Vol. I: *Planning Your Career;* Vol II: *Careers and Occupations.* Garden City, N.Y.: Doubleday & Co., Inc. (in cooperation with J. G. Ferguson Publishing Co., Chicago), 1967.
This is a tool for career planning that should be made available to counseling and guidance personnel in the schools. It is considered a basic source of information on the broad spectrum of jobs and professions throughout the country. It contains detailed, reliable information and data.
Volume I contains articles on occupational trends, current job status, work content, career planning, and so on. Two supplements at the back of this volume: "Accredited Colleges and Universities" and "Books of Additional Information" include information about many types of jobs and careers and are arranged according to occupational category.
Volume II contains information about all of the occupations and professions. Each job description includes the following: a history of this type of work, the nature of

the work, requirements and qualifications, special requirements, opportunities for experience and exploration, methods of job entry, opportunities for advancement on the job, the employment outlook for this kind of job, earnings, work conditions, social and psychological factors, and sources of additional information.

Feingold, S. Norman, and Sol Swerdloff. *Occupations and Careers.* New York: McGraw-Hill Book Co., 1969 (text edition).
This is a source book for counselors, guidance people, career planners, parents, teachers, and others interested in guiding young people. It is especially adapted to student use.

Forecasting Occupational Opportunities: Quantitative Procedures and a Case Study of Santa Barbara County. Santa Barbara, Ca.: General Research Corp., June, 1972.
This publication includes a procedure for forecasting occupational opportunities, based on development of an economic model of the region and development of an industry-occupation matrix. On these depend forecasts of regional economy activity. Procedures for updating and refining are also included.

Gardiner, Glenn L. *How You Can Get the Job You Want.* New York: Harper and Row, Publishers, 1962.
This book includes advice for the student with respect to job planning and preparation, choice of work, and steps that should be taken to find employment in the kind of work to which the student is best suited.

Handbook of Job Facts. Compiled by Norma Thiemann. Chicago: Science Research Associates, Inc., 1971.
This handbook includes detailed facts about duties, education, training, special qualifications, advancement, earnings, and outlook for 300 key jobs. A kit for in-depth exploration is available.

Career Opportunities: A Series of Articles Designed to Help Guide Young People to a Better Future (Ninth revision). Career Information Service. New York: New York Life Insurance Co., 1969 (paperback, 420 pages). (Free copies are available from the company upon request.)
This handbook contains 57 job descriptions–from "Accountant" to "Youth Services." Each description tells what the work is like and reports on current salaries, job opportunities, the job requirements and qualifications (including educational background), and where to write for additional information. The handbook can be used by both counselors and students in career planning. It is a quick reference to the occupational market across the country. The handbook is revised about every two years.
Youth, parents, counselors, and other interested persons can obtain free copies by writing: Career Information Service, New York Life Insurance Co., Box 51, Madison Square Station, New York, N Y 10010.

Career Opportunity Index. Huntington Beach, Ca.: Career Research Systems, 1972.
This index is distributed at all California two- and four-year colleges. It is designed to provide liaison between employers and sources of personnel. Listings include names of companies, nature of service or product, persons to contact, facilities, requirements, and other pertinent information.

Computer Assisted Work Experience Education Placement Service. Department of Education, San Diego County.
This publication describes computerized job placement services. It can aid work experience education coordinators in keeping records, histories of transactions, and related data.

Dictionary of Occupational Titles (Third edition). Vol. I: *Definitions of Titles;* Vol. II: *Occupational Classification.* Washington, D.C.: Manpower Administration, U.S. Department of Labor, 1965. (Several supplements have been published since 1965; these contain updated information.)
Volume I contains names and definitions of the various occupations in the American economy, arranged alphabetically according to job titles. The volume defines 21,741 separate occupations, and these are known by 13,809 additional titles; thus a total of 35,550 titles are defined. Volume II groups jobs having the same basic occupational, individual, or worker characteristics to help the user to discern relationships among occupations; it also serves as a standard approach to classifying the abilities, vocational experiences, and potentials of workers.
The purpose of this major source is to serve as a barometer of job changes in the economy and provide a necessary tool in the drive to reduce unemployment and to build and improve the nation's manpower resources. It is considered an accurate reflector of the occupational market and should be available to all persons involved in career education.

"Educational and National Manpower," *Hot Line,* II (July, 1969).
This article is designed for anyone wanting information and direction about the job outlook, manpower needs, educational requirements, and wise career planning.

Hay, John E., and Others. "Student Part-time Jobs: Relevant or Nonrelevant," *Vocational Guidance Quarterly,* XIX (December, 1970), 113–18.
This paper includes a discussion of student employment, the job market, academic achievement, training for the future, employment opportunities, and other matters of student employment.

Investment for Tomorrow: A Report of the Presidential Task Force on Career Advancement. Washington, D.C.: Civil Service Commission, 1967 (ERIC ED 041 199).

This report is a source of information on manpower needs, interagency cooperation, technical institutes, administrative personnel, and career planning.

A Job Corps Study (Report of the Commissioner of Education required by Public Law 90-576). Washington, D.C.: Office of Education, U.S. Department of Health, Education, and Welfare, 1968.
This study report supplies information on the purposes, functions, and effects of the Job Corps.

Kalachek, Edward. "Determinants of Teenage Employment," *Journal of Human Resources*, IV (Winter, 1969), 3–21.
Mr. Kalachek discusses a number of factors, problems, and conditions involving part-time and full-time employment of teenage youth.

Kimbrell, Grady, and Ben S. Vineyard. *Succeeding in the World of Work*. Bloomington, Ill.: McKnight & McKnight Publishing Co., 1970.
This is a student-oriented book on job choices and opportunities, how to apply for a job, how to progress on the job, personal effectiveness, money management, the use of bank services, consumer problems, credit, insurance, social security, further training, and other matters.

"Marland on Career Education," *American Education*, VII (November, 1971), 25–28. Reprint available for 10 cents from Superintendent of Documents, Washington, D.C. 20402 (HE 5.280:80076).
This article is the response by Commissioner Marland to questions about the concept of career education posed to him by the editors of *American Education*.

The Nation's Manpower Programs. Washington, D.C.: National Manpower Policy Task Force, 1969.
This booklet is available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C.

Negro Californians: Population, Employment, Income, Education. (Supplement added). San Francisco: California State Department of Industrial Relations, 1963.
This publication is a minority report on the Negroes of this state: low income, disadvantagement, urban immigration, educational preparation and achievement, employment opportunities, employment levels, and job conditions.

Occupational Exploration Briefs, Grades 9–12. Chicago: Science Research Associates, Inc., 1971.
This series consists of 400 four-page illustrated summaries of major jobs in the United States. Each summary covers a job history, duties, working conditions, qualifications, training necessary, earnings, advancement, job locations, and job outlook, as well as additional sources of information.

Occupational Literature (Revised edition). Annotated bibliography prepared by Gertrude Forrester. New York: H. W. Wilson Co., 1971.
This bibliography is another tool for students, counselors, school librarians, and other persons or departments involved in career education. It is a carefully prepared guide to many jobs, occupations, and professions. Books, pamphlets, reports, booklets, reprints of articles, periodicals, educational series, special publications, and so on are arranged and described according to types of occupations.

Occupational Outlook Handbook: Employment Information on Occupations for Use in Guidance (Bureau of Labor Statistics, Bulletin No. 1785). Washington, D.C.: U.S. Department of Labor, 1974.
This handbook is considered a major tool for all counselors and any other persons involved in career education. The book contains information on more than 600 occupations and major industries. Reprints of individual sections of the handbook are available from the U.S. Government Printing Office. A revised edition of the handbook is published every two years. Each job description tells about the following: the nature of the work; where this kind of employment can be found; requirements, training, qualifications; possibilities for advancement; employment outlook; earnings, wages; working conditions; and where to go for more information. For the handbook itself and reprints of individual sections, write: Occupational Outlook Publications, Bureau of Labor Statistics, Washington, D.C. 20402.

Orr, John David. *Migration of Rural Young Adults in Nebraska* (Doctoral dissertation, University of Nebraska.) Ann Arbor, Mich.: University Microfilms, Inc. (300 N. Zeeb Road, 48106), 1967.
This paper contains information about rural areas, geographical location, agriculture, educational environment, educational achievement, graduates from rural high schools and what happens to them, job opportunities, and analyses of data.

Plusch, James Oscar. *A Study of the Employment Problems and Prospects of a Selected Group of Male Occupationally Oriented High School Graduates*. Ann Arbor, Mich.: University Microfilms, Inc. (300 N. Zeeb Road, 48106), 1967.
This publication is a report of a vocational follow-up study of high school graduates (young male adults) in full-time jobs after high school. The author examines relationships between academic achievement and progress on the job and choice of job; job opportunities for these graduates; problems on the job; occupational aspirations and mobility; and other factors.

Students' Guide to Occupational Opportunities and Their Lifetime Earnings. Compiled by Juvenal L. Angel, Director, Modern Vocational Trends Bureau. New York:

World Trade Academy Press, Inc., 1967 (distributed by Simon and Schuster, Inc., New York, N Y 10003).
This guide is an aid for counselors and students. It contains detailed information about job opportunities and qualifications and what kind of advancement and earnings can be expected.

Venn, Grant. *Man, Education, and Manpower.* Washington, D.C.: American Association of School Administrators, 1970.
This well-known book contains much information about the American labor market, the deficiencies of our schools in preparing youth for careers, and recommendations for effective career education programs in the schools.

Vocational Education and Occupations. Washington, D.C.: Office of Education, U.S. Department of Health, Education, and Welfare and the Manpower Administration, U.S. Department of Labor, 1969.
This document, designed for counselors and career planners, contains information on the appropriate content in instructional programs to prepare youth for many occupations of a vocational-technical nature (e.g., animal science, dental work, accounting, physical therapy, business office work, printing and bookbinding, woodworking, law enforcement, welding, electronics, forestry, maritime jobs, and the like). The jobs and job types are tied in with the *Dictionary of Occupational Titles.*
The document is designed to aid those concerned with educational planning for manpower needs to measure more accurately the extent of such needs and the potential contribution of vocational education to the supply of manpower in this country. Copies can be ordered from the Superintendent of Documents, U.S. Government Printing Office, Washington, D C 20402.

Part III
Statements of Objectives

The entries in this section identify sources of lists of objectives, goals, and purposes and statements of philosophy about career education. Lists of goals and purposes of traditional vocational-technical education abound; but only recently has there emerged a small but significant body of writing that delineates realistically broad, comprehensive career education programs and that pinpoints relevant objectives for them.

A Comprehensive Career Education Model. Columbus, Ohio: The Ohio State University, Center for Vocational and Technical Education, March, 1972.
A comprehensive career education model was developed by Ohio State for the U.S. Department of Health, Education, and Welfare. This publication includes a description of career education as a viable alternative to conventional education processes and relates activities and rationale behind each phase of the project.

An Articulated Guide for Cooperative Career Education. Springfield, Ill.: State of Illinois Board of Vocational Education and Rehabilitation (undated).
Education programs have been developed through cooperative efforts of labor, management, and education. This document is designed to (1) provide educators and community leaders information they can use to design and implement programs; and (2) identify the goals and common elements of cooperative programs to best serve the students.

Bailey, John A. *Career Development Concepts–Significance and Utility.* Reno, Nev.: University of Nevada, College of Education, 1967 (ERIC ED 017 942).

Bailey, Larry J., and Ronald Stadt. *Career Education: New Approaches to Human Development.* Bloomington, Ill.: McKnight Publishing Co., 1973.
The authors present a historical and theoretical treatment of career development, the foundations and evolution of career education, and curriculum development. Recommendations are included for professional development, preservice teachers, and all practicing management and instructional personnel.

Baugh, Douglas S., and William E. Martin. *Total Career Capability for All: A Career-Development Program Model.* Fort Wayne, Ind.: Fort Wayne Community Schools, 1970 (ERIC ED 044 719).

Beck, James R. *Community Dialog in Career Education.* San Jose, Ca.: California State University, San Jose, July, 1972.
A conference at San Jose State University provided the materials for this volume compiled and edited by Beck. The presentations reflect various aspects of the career education programs, including definitions and future directions.

Bowman, Gardaw, and Gordon J. Klopf. *New Careers and Roles in the American School.* Prepared for the Office of Economic Opportunity. New York: Bank Street College of Education, 1968.

Brown, Bill Wesley. *Career Education.* Chico, Ca.: California State University, Chico, Spring, 1972.
Brown, a professor of industry and technology at Chico State, presents his perceptions of career education. While the monograph contains little that is new, it presents another view of the subject.

Bush, Donald O., and Others. *The World of Working and Learning.* Greeley, Colo.: Rocky Mountain Educational Laboratory, Inc., 1969.

Young, Anne M. "Employment of High School Graduates and Dropouts," *Monthly Labor Review,* May, 1971, 33–38.
This article is a special report of the job status in October, 1970, of new high school graduates as well as dropouts from high school. The report also relates college enrollment rates at that time to family income. The author is employed in the Division of Labor Force Studies, Bureau of Labor Statistics, Washington, D.C.

Youth Resources Manual for Coordinators. Washington, D.C.: President's Council on Youth Opportunity, March, 1971.
This manual is a handbook for career planning. It contains employment data; information on occupational education; the use of educational resources, recreation, and the arts; transportation; drug use and abuse; public contacts and public information; national foundations; and so forth. The manual has 31 appendixes.

Career Development Activities: Grades 5, 6, 7. Washington, D.C.: Office of Education, U.S. Department of Health, Education, and Welfare, 1968.

Career Development Workshop (Conference report). Topeka, Kansas: Kansas State Department of Education, 1969.

Career Education. DHEW Publication No. (OE) 72-39. Washington, D.C.: Office of Education, U.S. Department of Health, Education, and Welfare, 1971.

Career Education: A Curriculum Design and Instructional Objectives Catalog. Palo Alto, Ca.: American Institute for Research, April, 1973.

Career Education, A National Conference. New Orleans, La.: American Foundation for the Blind, January, 1973.
This conference brought together state leaders in the field of career education. The strategy of the conference was to develop plans of action for implementation of career education concepts for training of the visually handicapped.

Career Education in Practice. Edited by William L. Deegan and Walter P. Schroeder. Burlingame, Ca.: The Association of California School Administrators and the California Junior College Association, February, 1974.
The subject of this monograph is a cooperative project, the objectives of which included development of planning models for career education, the presentation of a series of inservice training workshops, and the development of a number of publications that helped disseminate information about career education.

Career Education in the Middle Junior High School. Rupert N. Evans and Others. Salt Lake City, Utah: Olympus Publishing Co., c. 1973.
The authors provide help in two essential aspects of career education: development of values and discovery of talents related to achievement and service. They discuss middle and junior high school assignment of self and social exploration as a critical role in the development of personality, the economy, and the society.

Career Education Program–Program Plan for 1975. Washington, D.C.: National Institute of Education, U.S. Department of Health, Education, and Welfare, September, 1974.
This publication includes a forecast of activities planned for 1975 as an overview of the entire program. It also includes abstracts of projects currently being administered by the career education program.

Career Education Program, Vol. I, K–6, by Charles W. Ryan; Vol. II, Grades 7–9, by Glenn A. Saltzman; Vol. III, Grades 10–12, by H. Eugene Wysong. Boston, Mass.: Houghton-Mifflin Co., 1973.
The authors of these books suggest a systematic approach for involving career education throughout the curriculum, including applications of learning theories to developmental tasks.

Career Education, What It Is and How to Do It. Salt Lake City, Utah: Olympus Publishing Co., 1972.
This publication includes a complete dissertation on the subject of career education from philosophy to implementation.

"Career Education: Operation Plan." (Developed by the Career Education Task Force.) Sacramento: California State Department of Education, February, 1972 (mimeographed).

Choice or Chance: Career Planning and Development (Grades 7, 8, 9). Hayward, Ca.: Office of the Alameda County Superintendent of Schools, 1968.

Crews, A. C. "Career-Oriented Curriculum: Cobb County Model," *American Vocational Journal,* XLIV (1969), 17.

"Education for Becoming," *Educational Leadership,* (December, 1971), 215–76.

The Encyclopedia of Careers and Vocational Guidance. In two volumes. (Cited in Part II. Refer to Vol. I of this work for statements of objectives, goals, philosophy, planning, and the like.)

Encyclopedia of Education. In ten volumes. New York: Macmillan Company and the Free Press (Crowell-Collier Educational Corp.), 1971.

Encyclopedia of Educational Research (Fourth edition). (Cited in Part I)

ERIC Clearinghouse on Vocational and Technical Education Information Series

1. No. 78 VT 019647—*Career Cluster Concepts,* 1973.
2. No. 79 VT 020367—*Career Education: The Role of Vocational Education*
3. No. 80 VT 020368—*Application of Vocational Development Theory to Career Education*
4. No. 81 VT 020369—*Career Education: The Role of Adult Education*
5. No. 82 VT 020370—*Career Education: Disadvantaged Students*
6. No. 83 VT 020371—*Career Education: Curriculum Materials for the Disadvantaged*
7. No. 84 VT 020372—*Career Education: Communicating the Concept*
8. No. 85 VT 020373—*Career Education: The Marine Science Occupations Cluster*
9. No. 86 VT 020374—*Career Education: The Leisure Occupations Cluster*
10. No. 87 VT 020375—*Career Education: Agribusiness and Natural Resources Occupational Cluster*
11. No. 88 VT 020376—*Career Education: Informational Resources*
12. No. 89 VT 020377—*Review and Analysis of Occupational Information for Career Education*
13. No. 90 VT 020378—*Career Education: Guidance in the Elementary School*
14. No. 91 VT 020379—*Career Education: Involving the Community and Its Resources*
15. No. 92 VT 020380—*Career Education: Inservice Teacher-Education*
16. No. 93 VT 020381—*Career Education: Teachers' Responsibilities*
17. No. 94 VT 020382—*Career Education: Local Administration of Programs*
18. No. 95 VT 020383—*Career Education Leadership Roles*

Forward Plan for Career Education Research and Development. Prepared by the Career Education Development Task Force, National Institute of Education, Education Division. Washington, D.C.: U.S. Department of Health, Education, and Welfare, April, 1973.
As career education becomes a high priority item in most educational forums, a need for sharing the responsibility for its growth becomes obvious. The plan suggests a strategy for national leadership and support for career education. The plan provides a framework for research and development in career education and examines ongoing programs in research and development.

A Guide for Teachers of a Course in Career Exploration, Grades 8, 9, 10. Stillwater, Okla.: Curriculum and Instructional Materials Center, Oklahoma State Department for Vocational and Technical Education, 1971.

Guidelines for the Establishment of Career Information Centers. Hayward, Ca.: Alameda County Schools, 1972. This publication includes suggestions for the development of a center, kinds of materials to be utilized, how a center should be staffed, and how to evaluate the performance of the center.

Guidelines for the Occupational Training of the Disadvantaged. Oswego, N.Y.: Department of Vocational-Technical Education, State University of New York, 1968.

Hamilton, Jack A., and G. Brian Jones. *Integrating and Evaluating Career Information in a Developmental Guidance Program.* Palo Alto, Ca.: American Institutes for Research (P.O. Box 1113), 1970.

Hansen, Lorraine Sundal, and Others. *Career Guidance Practices in School and Community.* Ann Arbor, Mich.: ERIC Clearinghouse on Counseling and Personnel Services, 1970.

Horyna, Larry L., and Others. *Working, Learning, and Career Planning: A Cooperative Approach to Human Resource Development.* Greeley, Colo.: Rocky Mountain Educational Laboratory, Inc., 1969.

Hoyt, Kenneth, Nancy M. Pinson, Darryl Laramore, and Garth Mangum. *Career Education and the Elementary School Teacher.* Salt Lake City, Utah: Olympus Publishing Co., 1973.

Dunn, James A., and Others. *Individualization of Education in Career Education.* Palo Alto, Ca.: American Institutes for Research, June, 1972.
The authors define individualized education, discuss early and contemporary efforts at individualizing education, and give extensive requirements for comprehensive programs in individualized career education.

Jesser, David L., and Nancy Pinson. *Career Education, An Educational Priority for the Seventies.* Washington, D.C.: U.S. Department of Health, Education, and Welfare, Office of Education, 1974.
Part II. *Purposes and Goals of Career Education*
Part III. *The Development and Utilization of Curriculum Materials for Career Education.*
Part IV. *Models, Elements, and Characteristics of Career Education*

Jones, G. Brian. *Planning and Implementing a Comprehensive Career System of Individualized Guidance.* Palo Alto, Ca.: American Institute for Research in Behavioral Sciences, 1970.

Man: His Life and Work—A Career Orientation Manual for Teachers of Seventh and Eighth Grade Social Studies. Cincinnati, Ohio: Cincinnati Public Schools, 1970.

Marland, Sidney P., Jr. *Career Education: More Than a Name.* Washington, D.C.: Office of the Commissioner of Education, U.S. Department of Health, Education, and Welfare, 1971 (ERIC ED 050 295).

_____"Career Education Now." Address given at the 1971 Convention of the National Association of Secondary School Principals, Sam Houston Coliseum, Houston, Texas, January 23, 1971. Washington, D.C.: Office of the Commissioner of Education, U.S. Department of Health, Education and Welfare, 1971.

_____"Educating for the Real World." Address given at the Twelfth Annual Banquet of the Jefferson County Chamber of Commerce, Harpers Ferry, West Virginia, May 26, 1971. Washington, D.C.: Office of the Commissioner of Education, U.S. Department of Health, Education, and Welfare, 1971.

_____"Education's Time of Questioning." Address given before the National PTA Convention, Civic Center, Oklahoma City, Oklahoma, May 24, 1971. Washington, D.C.: Office of the Commissioner of Education, U.S. Department of Health, Education, and Welfare, 1971.

Matheny, K. B. "The Role of the Middle School in Career Development," *American Vocational Journal,* XLIV (1969), 18–21.

Morgan, Robert L., and Mollie W. Shook (editors) *Career Education Monograph Series.* Raleigh, N.C.: Center for Occupational Education, North Carolina State University at Raleigh, 1973.
The series consists of nine paperback guides that include curriculum, guidance, placement, and follow-up ideas, as well as administration, inservice training, and community resource utilization ideas collected nationwide.

Platt, Allen H. *Room to Grow: "Something Special for All Kids."* Philadelphia: Philadelphia School District, 1969 (ERIC ED 033 403).

A Policy and System Study of California Vocational Education: A Framework for Program Development of a New, Comprehensive, and Integrated Approach to Education and Work. Sacramento: California State Board of Education, 1970.

Price, Charlton R., Adele M. Scheele, and D. Max Scheele. *Educational Experiences Exchange.* Los Angeles, Ca.: Los Angeles Unified School District, June, 1973.
Authors of this paper emphasize how to move from those ways of schooling now accepted as being normal and how to establish precedents to invent and operate a new process for education. They present a variety of first steps toward implementation of CCE and indicate what pitfalls to avoid.

A Program of Career Development in Portland Public Schools. Portland, Ore.: Office of Career Education, Portland Public Schools, June, 1971.

Project VIEW. (See *Vocational Information for Education and Work* in this list.)

Raizen, Senta A., et al. *Career Education: A Research and Development Plan.* Santa Monica, Ca.: The Rand Corporation, May, 1973.
This document was prepared for the National Institute of Education, U.S. Department of Health, Education, and Welfare, under Contract No. OEC-0-71-4640. The report provides a conceptual framework for research and development in career education and establishes a program plan and some strategies for career education.

Ressler, Ralph. *Career Education, The New Frontier.* Worthington, Ohio: Charles A. Jones, Publishing Co., 1973.
The author describes how to implement career education concepts without disrupting or destroying the present curriculum.

Staff Development Guidelines for Comprehensive Career Education. Columbus, Ohio: The Ohio State University, May, 1972.
Recognizing that selection and development of staff is of prime importance in implementing career education programs, this publication includes guidelines to facilitate the development of staff behavior needed to fulfill their responsibilities in the program.

Timmins, William M. *Implementing Career Education in a Local Education Agency: A Guide.* Salt Lake City, Utah: Utah State Board of Education, 1974.
This is a guide for those who intend to introduce and implement a career education program into an educational system. The author discusses step-by-step operations, from needs assessment through final evaluation and revision, as required. The publication should be used with companion publication *Source Book,* by the same author.

Timmins, William M. *Implementing Career Education in a Local Education Agency: A Source Book.* Salt Lake City, Utah: Utah State Board of Education, 1974.
This book was designed to complement the author's companion volume to aid in implementing career education programs. This volume consists of a wide range of illustrations and forms, which were too voluminous to be included in *Implementing Career Education in a Local Education Agency: A Guide,* by the same author.

Venn, Grant. *Man, Education, and Manpower.* (Cited in Part II)

Vocational Education: Innovations Revolutionize Career Training. Special Report, *Education U.S.A.* Washington,

D.C.: National School Public Relations Association (1201 16th St., NW, 20036), 1971.

Vocational Information for Education and Work (Project VIEW). Vocational information system serving youth and counselors. Includes the monograph, *Project View: History and Development*, prepared by Edwin A. Whitfield and George A. Glaeser (1968). San Diego: Regional Center for Career Information, Office of the San Diego County Superintendent of Schools.

The World of Work: Increasing the Vocational Awareness of Elementary School Children. A Guidebook for Teachers and Guidance Counselors. Trenton, N.J.: New Jersey State Department of Education, Division of Vocational Education, 1969 (ERIC ED 038 511).

The W.O.W. Program, World of Work Series: Introduction to Attitudes. Teacher workshop materials (kindergarten through grade six), prepared by Dean P. Talagan and Bruce C. Perryman. Cheyenne, Wyo.: Wyoming State Department of Education, 1970.

Youth Resources Manual for Coordinators. (Cited in Part II)

Part IV
Methods of Developing Curriculum

Increasingly, efforts are being made in schools and school systems, on college campuses and at research centers throughout the nation to devise and test methods of developing career education curricula. This part includes lists of publications on methodology; reports of projects, pilot programs, and field tests; and other selected examples.

A Career Education Trip. Los Angeles, Ca.: Career Awareness Culmination Unit, Elysian Heights Elementary School, June, 1972.
The school introduced a three-state, seven-day trip for students to gain first-hand information about jobs and careers outside their normal experience. The publication includes a description of all phases of planning and conducting an educational trip of this kind.

A Comprehensive Occupational Education Program. Cheyenne, Wyo.: Wyoming State Department of Education, 1970.
The book includes a description of a model career education plan developed by the Wyoming State Department of Education for use in schools throughout the state. Emphasis is placed on the development of positive attitudes toward the world of work.

A Cooperative Development Workshop–Final Report. Lancaster County, Penn.: Lancaster County School District, July, 1972.
This is a report of a career education workshop supported by a group from the Pennsylvania State Department of Education. The workshop was designed for teachers, counselors, and administrators to provide them knowledge on the subject of career education. Techniques used were lectures, demonstrations, discussion sessions, and work-team sessions. The techniques were suggested as models that teachers might use in their own classrooms.

Agan, R. J., and Others. *The Development and Demonstration of a Coordinated and Integrated Program of Occupational Information, Selection, and Preparation in a Secondary School: Final Report.* Manhattan, Kans.: Kansas State University, 1968.
This source provides information on the development of a comprehensive career-education type of curriculum in a high school, as well as on the effects of the curriculum in actual operation. The project described in this resource book was carried out at Paola High School in Kansas. This document includes much information about occupational data, career guidance, career planning, curriculum development, and teaching guides.

An Experiment in Career Education. Milford, Delaware: Delaware State Board for Vocational Education, September, 1973.
This is a final report on the development of an occupational vocational model for the state of Delaware. Among the conclusions are: career education can increase vocational maturity of students; increases in student motivation are indicated; community resources are indispensable; preservice teacher training is of greatest concern; inservice training is best; and present resources must be reallocated to support the new program.

A Study of the VIEW System in California. A final report to Superintendent of Schools, Department of Education, San Diego County. Los Altos, Ca.: Tadlock Associates, Inc., May, 1972.
This is a report of the first statewide effort to evaluate the VIEW program. Although many counties in Cali-

fornia were using the concept, little was known of its effectiveness. This report is an in-depth evaluation with recommendations.

Banathy, Bela H., and Michael H. E. Ward. *Initial Systems Analysis of Employer-Based Career Education.* Berkeley, Ca.: Career Education Project, Far West Laboratory for Educational Research and Development, September, 3, 1971.
The authors of this preliminary report describe the concept of employer-based career education and outline some design parameters and feasibility dimensions which relate to the concept. The feasibility of alternative models of employer-based career education are planned to be examined in subsequent reports of the Career Education Project task force.

Baugh, Douglas S., and William E. Martin. *Total Career Capability for All: A Career-Development Program Model.* Fort Wayne, Ind.: Fort Wayne Community Schools, 1970 (ERIC ED 044 719).
This publication includes a description of a model developed for students at all grade levels in the public schools of Fort Wayne. It includes the development and application of a comprehensive curriculum that gives youth occupational information and guidance and solid career motivation from the earliest years of elementary school through high school. Such factors as decision making, career planning, developmental guidance, human development, individual growth and understanding, work attitudes, educational and career objectives, and vocational counseling are included.

Burns, William E., and Harold M. Blue. *An Appraisal of the First Year and Recommended Activities and Strategies of the National Advisory and Review Committee.* Sacramento, Ca.: California State Department of Education, Division of Vocational Education, January, 1973.
This document is one of a series of documents developed to assist and inform those involved in implementing career education programs concerned with the Public Service Occupations Curriculum Project. The authors recommend activities and strategies for further implementation.

California Career Education, Research and Development Project Quarterly Report (Career Education Task Force). Sacramento, Ca.: California State Department of Education, July, 1972.
This is a quarterly report on Project V2610266, Grant No. OEG-0-72-1573.

California Career Education Research and Development Project, Quarterly Report. (Career Education Task Force). Sacramento, Ca.: California State Department of Education, November, 1972.
This is a quarterly report on Project V2610266, Grant No. OEG-0-72-1573.

Career Development, The Monterey Peninsula Unified School District Plan. Monterey, Ca.: Monterey Peninsula Unified School District, (undated).
This document includes a summary of needs, future plans, and a guide for career education programs in Monterey schools. It includes prospectus for the program.

Career Development in Nevada. Carson City, Nev.: Nevada State Board of Education and Nevada State Department of Education, January, 1973.
This publication about career education is designed to clarify issues, allay fears, translate abstractions, and arouse enthusiasm. It includes a definition of career education and a conceptual model for Nevada.

Career Education Activities Through World of Work Resources (Able Model Program). DeKalb, Ill.: Northern Illinois University, (undated).
This document was developed in cooperation with the State of Illinois Division of Vocational/Technical Education, Board of Vocational Education and Rehabilitation. The document presents practical ideas for implementation of career education programs.

Career Education, A Model for Oklahoma. Oklahoma State Department of Education, 1974.
This document includes a description of a model career education program developed by the Oklahoma State Department of Education for the Sand Springs, Oklahoma, Public Schools.

Career Education Baseline Report. Menlo Park, Ca.: Education Turnkey Systems, (undated).
This is a report compiled by Education Turnkey Systems for the Career Education Task Force of the California State Department of Education. The purpose of the report was to identify the baseline data of each of the 10 districts in which career education programs are operating. Difficulties in identifying traditional parameters made it impossible for Education Turnkey Systems to report in a traditional manner. The report identifies the major thrust of each model and reports on progress as of the date of the report.

Career Education Curriculum. Fairfield, Ca.: Fairfield-Suisun Unified School District, March, 1974.
This document includes a proposal for a three-year implementation program for career education in the school district. It includes extensive curriculum plans for the entire program.

Career Education: Exemplary Programs for the Handicapped. Edited by Thomas P. Lake. Reston, Va.: The Council for Exceptional Children, 1974.
This publication includes six in-depth descriptions of programs for career education for handicapped children designed for national dissemination. Special problems

encountered, techniques of staff training, and results achieved are discussed.

Career Education–Five-Year Action Plan. Baltimore, Md.: Maryland State Department of Education, October, 1972.
One of five educational priorities for the State of Maryland, career education has been the subject of a five-year program during which the objectives set forth in the plan can be implemented.

Career Education Guide, K–12. Sheboygan, Wisc.: Lakeshore Technical Institute, Dist. 11, Career Information Center, 1971.
This document includes a description of a career education program developed in a Lakeshore Technical Institute workshop. About 60 teachers and eight counselors developed the detailed plan for use in kindergarten through grade twelve.

Career Education in California. Sacramento, Ca.: California Advisory Council on Vocational Education, 1974.
This report of the California Advisory Council on Vocational Education reflects a positive attitude toward career education and the impact of the program on the students and the community. It includes recommendations for further analysis of the program.

Career Education in the Junior High School. A report prepared for the California State Department of Education by William R. Gross and Harold R. Hanover. San Leandro, Ca.: John Muir Junior High School, 1972.
This is a report of the career education program introduced at John Muir Junior High School, San Leandro. The report presents functional suggestions for instituting the concept and defines guidelines for strategies in management, instruction, and professional development.

Career Education in Pasadena Unified School District, A Proposal. Santa Monica, Ca.: Community Consultants, March, 1973.
This document includes a summary of the plan for implementation of career education programs in Pasadena, Altadena, and Sierra Madre schools. The plan includes proposed goals, budgets, timeflow charts, and preliminary job descriptions.

Career Education in the San Bernardino City Unified School District. San Bernardino, Ca.: San Bernardino City Unified School District, October, 1972.
This report includes a detailed description of career education planning and activities of the district. The report is presented in three volumes:
Vol. I *District Goals*
Vol. II *Career Goal/Skill Support Program*
Vol. III *Guidance Services*

Career Education K–12 Goals and Objectives. San Bernardino, Ca.: San Bernardino City Unified School District, March, 1973.
Career education goals and objectives for the San Bernardino schools (K–12) introduce the career education philosophy in specific measurable terms understandable to parents, teachers, administrators and evaluators.

Career Education. Los Angeles, Ca.: Los Angeles City Unified School District, 1974.
This is a report by the Los Angeles district Division of Career and Continuing Education on the accomplishment of the program in 1973 and 1974 and an outline of goals for 1974-75.

Career Education Matrix. Phoenix, Ariz.: The Arizona State Department of Education, 1972.
This publication contains 31 element themes and 200 goal statements. Each segment of the matrix contains those element themes and goal statements appropriate to that career education element and developmental level, in order of priority.

Career Education Pilot Project K–14, Orange County Consortium. Orange, Ca.: Orange Unified School District (undated).
This publication includes a description of the implementation of the needs assessment phase of the career education program by the Orange County Consortium: the Orange Unified School District, the Santa Ana Unified School District, and the Rancho Santiago Community College District.

Career Education Pilot Project K–14, Orange County Consortium (Quarterly Report). Orange, Ca.: Orange Unified School District, December, 1972.
This is a summary of accomplishments in the period of September 1 to November 30, 1972. The consortium consists of Orange Unified School District, Santa Ana Unified School District, and Rancho Santiago Community College District.

Career Education Pilot Project K–14, Orange County Consortium, (Quarterly Report). Orange, Ca.: Orange Unified School District, March, 1973.
This is a summary of project activities during the period December, 1972, to February, 1973. The Orange County Consortium consists of Orange Unified School District, Santa Ana Unified School District, and Rancho Santiago Community College District.

Career Education Program. Akron, Ohio: Akron Public Schools. November, 1972.
This is a general information outline of the development and activities in the career education program in Akron. The outline includes motivation, orientation and exploration relating to careers, and methods in which these factors are presented to students.

Career Education Program, A Prospectus. Clovis, Ca.: Clovis Unified School District, 1972.
This document includes a discussion of student needs and a planned program to meet those needs. It also includes "A Plan for Career Exploration," adapted from "A Vocational Plan," Quincy, Mass.

Career Education, Proposals for the Seventies and Eighties, A Report to the Chancellor. Sacramento, Ca.: Chancellor's Advisory Committee on Career Education, California State University and Colleges, 1974.
This is a special report to the Chancellor of the California State University and Colleges by a special advisory committee appointed by the Chancellor. The committee was charged with reviewing the status of career education in the California University and College system and with formulating recommendations on the appropriate role of various aspects of the career education concept as it affects all higher education. Recommendations were related to the federal and state perspective and the role of business in career education, career preparation in the colleges and in postsecondary education, career counseling and placement, and initiation of development programs for teachers in career education. The committee also made recommendations relating to cooperative and continuing education.

Career Education Summary of a Pilot Program. Monterey, Ca.: Monterey Peninsula Unified School District, 1974.
The Monterey Peninsula Unified School District was one of eight project sites in California selected to share in a grant from the U.S. Office of Education for career education projects. This document summarizes the Monterey project.

Career Guidance: A California Model for Career Development, K–Adult. Prepared under the direction of the Bureau of Pupil Personnel Services. Sacramento: California State Department of Education, 1971. (Preliminary draft.)
This document includes a discussion of the rationale for career education, a model for career guidance, objectives and ways of implementing them, and the evaluation of career guidance programs.

CEDaR Catalog of Selected Educational Development and Research Programs, Projects, and Products (Second edition). Denver, Colo.: Council for Educational Development and Research, Inc. (1860 Lincoln St., 80203), September, 1971.
This catalog contains details about current programs, projects, and products of 11 educational laboratories and nine university-based research and development centers. Some of the material in this 439-page book deals with career education, career planning, occupational counseling, and related topics.

Choice or Chance: Career Planning and Development (Grades 7, 8, 9). Hayward, Ca.: Office of the Alameda County Superintendent of Schools, 1968.
This 108-page document is about a three-year unit designed to help the junior high school student develop positive attitudes toward work and society. It includes information about the development of the unit.

Cobb County Occupational and Career Development Program. Marietta, Ga.: Cobb County Public Schools, 1972.
This is a description of a program which attempts to involve all students in an approach to total education. The approach stimulates self-evaluation and decision making through role playing, field trips, and occupational awareness. "Hands on" element permits students to put academic and occupational information into practice.

Conference on Career Education in the Elementary School. Final Report and Proceedings. Boston, Mass.: Massachusetts Department of Education, April, 1973.
This is a report of the proceedings of a conference conducted by Olympus Research Corporation at Boston, Massachusetts. Rationale and forces of career education contribute to help career education meet its potential as an effective instrument in shaping elementary curriculum of the future.

CREED (*C*areer *R*elevant *E*xemplary *E*ducation *D*evelopment). Santa Barbara, Ca.: Santa Barbara High School District, November, 1973.
The CREED program is designed to expose secondary students to a revised career-relevant curriculum developed by teachers in cooperation with business and industry in the community.

Developmental Program Goals, Comprehensive Career Education Model. Columbus, Ohio: The Center for Vocational and Technical Education, Ohio State University, August, 1972.
This book includes an in-depth discussion of the restructuring of education around a developmental theory stressing relevance to real life situations and introducing a matrix as an operational tool for this purpose. Matrix includes goal statements for kindergarten through grade twelve.

Drake, Lawrence C., and James T. Brown. *Industry-Education Cooperation in Providing Career Education.* Jefferson City, Mo.: Missouri State Department of Education, 1973.
The objective of this project was to identify industries that are able to provide for career education programs. Although resources are limited to southwestern Missouri, the principles as posed are applicable in any location.

Dunn, James A., et al. *Individualization of Education in Career Education.* Palo Alto, Ca.: American Institutes

for Research, June, 1972.
This is a final report on individualized instruction, student goal formulation, curriculum analysis, and individual program planning.

Elmgran, G. Theodore, Jr. *Summary Report, Four Southern California Career Education Projects.* Torrance, Ca.: El Camino College, September, 1973.
This is a final report of a project sponsored jointly by the Association of California School Administrators and the California Junior College Association to facilitate articulation in career education in kindergarten through grade fourteen and to strengthen plans for career education in grades seven through fourteen. The report describes activities of the project with summary reports of the individual career education programs studied.

Evaluation of a Comprehensive Planning Unit for Development of an Educational and Occupational Planning Program for Out-of-School Youth. St. Cloud, Minn.: Independent School District Number 742, 1967.
This evaluation report includes a description of methods of developing an educational-occupational program to rehabilitate dropouts and to prevent dropping out; details of educational and career planning are supplied.

Fauria, Ray. *Career Education K–14. The Ceres Plan.* Ceres, Ca.: Ceres Unified School District, June, 1973.
The author, director of career education in Ceres, presents a needs statement, a rationale, and a description of the career education program as it has been implemented in the Ceres school system. Included is a comprehensive program plan comprising more than 100 volumes relating to every facet of the program. Included are: curriculum guides, teaching guides, evaluation guides, lesson plans, and student workbooks.

Flanagan, John C., et al. *The Career Data Book.* Palo Alto, Ca.: American Institutes for Research, 1973.
The authors present results of Project Talent's five-year study. The data book provides for the high school student and the counselor a large amount of data on what types of students go into different occupations. The report correlates results of test scores in high school and occupations five years after high school, thus offering a tool for practical guidance and counseling.

Fortune, Rex C., Jr., Brent Aikin, Stan Pogrow, and Patrick J. Weagraff. *Career Education, A Plan for Career Development and Preparation.* Sacramento, Ca.: California State Department of Education, 1973.
This is a summary report of career education and attempts that have been, and are being, made to implement the concept into the California school system. The authors outline a model program and suggest strategies for implementation and processes for evaluation.

Fortune, Rex C., Jr. *The Development of Career Education in California.* Sacramento, Ca.: California State Department of Education Career Education Task Force, July, 1972.
This publication includes a description of the major events that contributed to the development of career education in California. The author summarizes major activities of the Task Force at the end of the first year of its existence. The publication is useful as a historical document.

Guam-Based Career Education. Government of Guam, September, 1974.
This document contains the conceptual foundation for Guam-based Career Education. It includes the rationale, a position paper, the philosophy of the program, and expected outcomes of the program.

Hansen, Lorraine Sundal, and Others. *Career Guidance Practices in School and Community.* Ann Arbor, Mich.: ERIC Clearinghouse on Counseling and Personnel Services, 1970.
This document helps to provide insights into the development of tools and curricula for effective career education programs involving both the school and the community.

Hood, Paul D., and Bela H. Banathy. *An Employer-Based Career Education Model* (A description and operational plan). Berkeley, Ca.: Far West Laboratory for Educational Research and Development, 1972.
The Far West Laboratory staff studied the feasibility of employer-based career education, the basic concept of which is having employers participate in the education of youth. The document includes a description of a model and an operational plan.

Information and Data Sources for Research and Planning in Vocational Education. Washington, D.C.: National Advisory Council on Vocational Education, 1971 (ERIC ED 053 298).
This document includes a reaction to problems encountered by the National Advisory Council on Vocational Education. This 41-page report includes major sources of statistics and information on vocational education. Twelve sources are reviewed.

Morgan, Robert L., Mollie W. Shook, and J. K. Dane. *An Anthology of 15 CE Programs.* Raleigh, N.C.: North Carolina State University at Raleigh, 1973.
Annotated in Section VIII-A.

Odbert, John T., and Eugene E. Trotter. *Career Education Personnel Model, Final Report.* Ann Arbor, Mich.: School of Education, The University of Michigan, May, 1974.
This is the final report on a project designed to develop competency-based models for the preparation and train-

ing of education personnel, kindergarten through grade twelve, who will plan and implement career education programs at the local level.

Olson, Le Vene A. *Career Education.* Huntington, W. Va.: Marshall University, Department of Vocational-Technical Education, 1972.
Annotated in Section VIII-A

Parker, Polly. "New Developments in Career Education," *California School Boards.* Sacramento, Ca.: California School Boards Association, May, 1973, p. 13.
Annotated in Section VIII-A

Price, Charlton R., Adele M. Scheele, and D. Sam Scheele. *Growing Up Aware.* Los Angeles, Ca.: Los Angeles Unified School District, June, 1973.
Annotated in Section VIII-A

Project Activity Management and Evaluation System for Career Education Program. Richmond, Ca.: Richmond Unified School District, June, 1973.
This document includes a complete description of the career education program designed for Richmond, California, schools. Analysis of the community, rationale for implementation of the program, and management and evaluation techniques are outlined.

Project Career Education. Randolph, Mass.: Department of Education, Commonwealth of Massachussetts, April, 1972.
This quarterly report on Project CAREER (*C*omputer *A*ssisted *R*esearch for *E*ducational *R*elevance) covers the project activities from January 1 to March 31, 1972. The report includes a discussion of selections of pilot environments; development of computer systems; selection and training of personnel; and establishment of a data bank to accommodate the process.

Project VISION (Vocational Information System Involving Occupational Needs): An Experiment with Occupational Needs Projection Techniques. Madison, Wisc.: Wisconsin State Employment Service, 1970.
This book contains information on methods and techniques of determining occupational needs and developing programs and curricula to upgrade career education.

Ryan, T. Antoinette. *Conceptual Model of a Career Development Continuum.* Honolulu, Hawaii: Hawaii Career Development Project, University of Hawaii, January, 1973.
The Hawaii Career Development Project has implemented a systems approach to project operation. The situation has been analyzed, a philosophy has been adopted, assessment of needs has been established, and plans to implement the program have been formulated. This is a report of these activities.

The Current Status of Career Education. Los Altos, Ca.: Tadlock Associates, Inc., October, 1973.
This document includes an analysis of the current status (October, 1973) of career education and a review of significant programs. An attempt is made to identify potential danger areas and areas of special promise for implementing career education into basic education systems.

Smith, Wesley P. *Career Education: A Bridge to Relevancy in the Public Schools.* Sacramento: California State Department of Education, 1971 (mimeographed).
The idea set forth in this document is that it is the school's responsibility to provide every student with an opportunity for a career that will fulfill his obligation to a society that expects all to be workers. The discussion moves from this assumption into an in-depth discussion of how career education can operate to allow the schools to fulfill their responsibility to the student.

_____"Responsibility of the High School for Occupational Preparation," *California Journal of Secondary Education,* XXX (May, 1958), 291–295.
Occupational preparation has been accorded only minimum attention in high schools. This article stresses that the effectiveness of a pupil's learning rests heavily on the degree to which he has an occupational goal. It concludes that occupational preparation will give new meaning and significance to schooling.

_____"Secondary Education for Vocational Competence in a Changing Occupational World. A Symposium Introduction," *California Journal of Secondary Education,* XXX (May, 1958), 290.
This article calls the high school the formal stepping-stone into the occupational world. It stresses that preparation for occupations is much more than the imparting of specific job skills to students.

Suggested Teaching-Learning Approaches for Career Development in the Curriculum. Minneapolis, Minn.: University of Minnesota, College of Education, 1968. (ERIC ED 053 289).
This report covers teacher-formulated behavioral objectives, together with rationales and teaching-learning approaches, for career development programs.

Thompson, Albert S., and Others. *The Educational and Career Exploration System: Field Trial and Evaluation in Montclair High School.* New York: Teachers College, Columbia University, 1970.
This publication provides information on the origins, design, and development of this career-education-oriented system for secondary school boys and girls. Developmental and trial techniques are described.

VIEW, An Implementation Guide. Charleston, W. Va.: Career Decision-Making Program, Appalachia Educational Laboratory, Inc., March, 1974.

The guide includes a description of the VIEW (Vital Information for Education and Work) system using data stored on microfilm aperture cards as a mode of presenting local and national career information. Data are collected and stored for quick dissemination and ease of updating of career information. The plan is based on a similar system developed in San Diego in 1865 and has also been used in Wisconsin since 1969.

"Vocational Education: Innovations Revolutionize Career Training," *Education U.S.A.* Washington, D.C.: National School Public Relations Association. 1971.
This document contains information on the design and development of career education innovations. Material on methodology is included.

Vocational Instructional Materials for Special Population Groups. Portland, Ore.: Northwest Regional Educational Laboratory, n.d.
The subject of this publication is vocational instructional materials and methods for use with disadvantaged and handicapped persons.

Part V
Teacher-Student Resource Materials

This section includes lists of teacher and student resources relating to career education and occupational preparation: curriculum guides, instructional materials, special guides and kits, projects, products, manuals, handbooks, catalogs, bibliographies, indexes, and audiovisual aids.

Two lists are provided: one for California sources and one for out-of-state sources. Further information on California resource materials can be obtained from the State Curriculum Materials Depository, housed at California State University at Sacramento; from the California State Department of Education in Sacramento; and from offices of county superintendents of schools. Additional information about out-of-state sources may be available from city and county libraries; from the State Library in Sacramento; and particularly from the nationwide Educational Resources Information Center (ERIC) system. The California State Department of Education is linked with the ERIC system and has access to many files, indexes, and abstracts of educational-occupational resource materials.

A. California Sources

A-8 English Educational Decisions Unit. Los Angeles: Los Angeles Unified School District, 1968.
This 45-page publication was designed to help the pupil to understand educational opportunities; to learn why educational planning is emphasized in the first semester of grade eight; to think about career planning; and to base choices on a realistic appraisal of his achievements, aptitudes, and broad vocational interest.

Aides to Career Education (ACE) Program. Los Angeles Unified School District, Spring, 1973.
This booklet includes a description of the Aides to Career Education (ACE) Program as utilized in the Los Angeles Unified School District. It includes information on the use of classroom aides in the program; legal responsibilities of the school system; information on program accountability and evaluation; and supplemental information such as descriptions and suggested audiovisual techniques.

Introduction to Teaching Apprentices. Sacramento: California State Department of Education, 1975.
This book is designed for use by instructors of apprenticeship courses. Many kinds of crafts, trades, and technical occupations are discussed, as well as the presentation of courses and methods of instruction.

Basic Employment Information: A Handbook for Students in Occupational Classes. Los Angeles: Los Angeles Unified School District, 1967.
This 102-page book is intended for use by senior high school students. It contains basic job information and provides guidelines on finding employment and sustaining oneself on a beginning job.

"California State Department of Education, Bureau of Industrial Education Instructional Materials List." (Revised annually)
This document is a price list of apprenticeship, technical

education, fire service training, and other industrial education materials. The list is available upon request from the Bureau of Industrial Education, California State Department of Education, Sacramento, California 95814.

California Education Information System (CEIS). Sacramento: California State Department of Education, 1972.
This document includes an overview of the CEIS system, which is operating to provide a flexible and comprehensive means of obtaining information for the management of educational programs.

Career Development Services Department. San Diego: San Diego City Unified School District, 1969.
This is an 83-page document for students. It includes a description of a systematic plan whereby young people, while still in school, can obtain realistic employment experience through part-time work.

"Career Education." Sacramento, Ca.: Career Education Task Force, California State Department of Education, January 31, 1972.
This is a 4-page flyer outlining career education definition, program goals, educational level components; and a list of members of the California State Department of Education Career Education Task Force.

Career Education, An Annotated Bibliography for Teachers and Curriculum Developers. Palo Alto, Ca.: American Institute for Research for U.S. Office of Education, 1973.

Career Education Catalog. Palo Alto, Ca.: Houghton Mifflin Co., 1974.
This is a catalog of materials, aids, tests, and so forth relating to career education programs.

Career Guidance: A California Model for Career Development, K–Adult. (Cited and annotated in Part IV)

Career Information Director. Prepared by the Greater San Diego Industry Education Council. San Diego: Regional Career Information Center, San Diego County Department of Education, September, 1970.
This publication has much information on *where* to find specific information on various kinds of work throughout San Diego County. Businesses, industries, professional organizations, and so on are listed.

Career Education Guide for Elementary and Intermediate Levels. San Bernardino, Ca.: San Bernardino County Career Center, n.d.
This comprehensive document includes definitions, rationale, sample goals and objectives, and a question and answer section. It includes suggestions for implementation of programs and summaries of curriculum development and program administration.

Career Education Materials Catalog. Clarksburg, W. Va.: Lovett and Co.
This catalog of filmstrips, tapes, films, cassettes, multimedia kits and audiovisual equipment includes a wide selection of career training materials.

Career Education Microfiche Collection Catalog. Sacramento, Ca.: California State Department of Education, 1975.
This is a catalog of materials that are available on microfiche from the San Mateo Educational Resources Center (SMERC), 333 Main St., Redwood City, CA 94063 (415) 369-1441.

Career Education Student's Handbook. Santa Barbara, Ca.: La Cumbre Junior High School. (Undated)
This handbook includes descriptions of 24 Career Activity Packets (CAP), each of which has its own distinct measurable learning objective. Students may progress through all 24 CAPs in formal classroom or independent study programs, working through the school Career Guidance Center. Credit is given toward graduation.

Catalog of Industrial Arts, Vocational Education Tools and Equipment. Sacramento, Ca.: Brodhead-Garret, 1972.
This catalog, published annually, includes lists of all types of machine and hand tools, electrical and electronic equipment, graphic arts materials, and so forth. The company has outlets in various locations throughout the state, including Sacramento.

Choice or Chance: Career Planning and Development, Grades 7, 8, 9. Hayward, Ca.: Office of the Alameda County Superintendent of Schools, 1968.
This 108-page publication includes information about a three-year unit designed to help the junior high school student develop positive attitudes toward work and society. It includes motivational aids toward career planning.

Drier, Harry N., Jr., and Associates. *K–12 Guide for Integrating Career Development into Local Curriculum.* Belmont, Ca.: Wadsworth Publishing Co., 1972.
This guide was prepared to assist local school personnel. It includes examples of objectives to stimulate the imagination of local school staffs. It is a guide for the intelligent application of principles in a particular setting.

Dunn, James A., et al. *Career Education: A Curriculum Design and Instructional Objectives Catalog.* Palo Alto, Ca.: American Institutes for Research, April, 1973.
This career education curriculum for kindergarten through grade nine was developed for USOE. It includes

an overview of trends of the concept in schools and the characteristics and organization of the curriculum as it has developed so far. The catalog includes 2,000 instructional objectives for use by teachers and school systems in planning their local programs.

Dunn, James A., et al. *Feasibility of Guidance, Counseling, and Pupil Personnel Services in Employer-Based Career Education.* Palo Alto, Ca.: American Institutes for Research, June, 1972.
The authors explore the importance and feasibility of providing guidance, counseling, and other personnel services in experimental employer-based career education programs. They define personnel services and discuss the coordination of work and study and need for functional contexts and diagnostic and special education services.

Ellis, Betty W. *Careers Related to Industrial Education.* Los Angeles: Los Angeles Unified School District, 1964.
Although this document is eight years old, it contains information that is still pertinent to counselors, teachers, and students. The contents include career planning, occupational guidance, industrial education, employment opportunities, and job placement.

Group Instruction for Work Experience Education. Prepared by the Los Angeles County Superintendent of Schools. Sacramento, Ca.: California State Department of Education, 1972.
This handbook was designed for use by administrators and educators concerned with work education programs. It contains instructional materials, statements of goals, and sample work sheets.

Group Instruction for Work Experience Education. Sacramento, Ca.: California State Department of Education, 1973.
This document includes descriptions of materials for use in group instruction in work experience education programs.

A Guide for Industrial Arts Education in California. Sacramento: California State Department of Education, 1970.
This document describes the many segments of industrial arts education in the public schools of the state, course contents, methods of instruction, safety practices, student projects, relatedness to the world of jobs, and other topics.

A Guide for Occupational Education in the Secondary Schools. San Diego: San Diego City Unified School District, 1968.
This 85-page guide was developed to assist school personnel in understanding the occupational program and in providing guidance to high school students. Many subjects are included; for example: agriculture, data processing, electronics, health, homemaking, industrial-metal, and woodworking.

A Guide for Teaching Courses in the Dental Assisting Curriculum. San Diego: San Diego City Unified School District, 1969.
The object of this guide is to provide a comprehensive plan for teaching courses in this occupational area and to improve the effectiveness of the instructional program. The guide includes course outlines, citations of relevant textbooks and periodicals, and supplementary references.

Handbook for Junior High School Education in California. Prepared by Adin D. Henderson. Sacramento: California State Department of Education, 1969.
This source contains information about educational and vocational plans for the future. It is planned for persons working in the junior high schools.

Handbook on Work Experience Education. Alameda, Ca.: Alameda City Unified School District, 1967.
This manual was prepared to answer questions raised by students who are participating in a variety of work-experience education programs.

Principles, Objectives, and Curricula for Programs in the Education of Mentally Gifted Minors: Kindergarten Through Grade Twelve. Sacramento: California State Department of Education, 1971.
This document covers the more effective ways of educating talented children and youth. It has implications for career planning and seeks to stimulate serious thinking about making better use of gifted individuals in today's society.

Project FEAST (Foods Education and Service Technology). San Francisco: City College of San Francisco, 1971.
This student-oriented kit includes program descriptions, explanations, and bibliographies about careers in the food services, as well as a paper written on the project itself. The kit includes brochures on the food service, hospitality, and hotel service fields and other related topics, and a variety of special references.

Project VIEW: History and Development. Prepared by Edwin A. Whitfield and George A. Glaeser. San Diego: Department of Education, San Diego County, November, 1968.
This document is part of the overall Project VIEW program. See annotation in this list under *Vocational Information for Education and Work.*

"Questions and Answers Regarding San Diego County Regional Occupation Program." San Diego: Office of the San Diego County Superintendent of Schools, January, 1971.

This specially prepared paper contains information about the ongoing program: flow charts, guidelines, data, and other matters.

Selected Publications of the California State Department of Education. (Revised periodically)
This document is a list of Department publications, some of which are related to career education. It is available upon request from Publications Sales, California State Department of Education, P.O. Box 271, Sacramento, CA 95802.

Sherman, Vivian S. *Trial and Testing of an Experimental Guidance Curriculum: Final Report.* Palo Alto, Ca.: American Institute for Research in Behavioral Sciences, 1967.
This publication contains information on career planning, curriculum development, occupational and vocational guidance, ways and means of relevant guidance. A field-tested program.

SMERC. San Mateo County Education Resources Center, Redwood City, Ca.
Established in 1968 to meet the needs of San Mateo County Schools, the organization now serves 22 additional counties in California and provides educational information to five special projects and the Association of California School Administrators.

Work Experience Education Course of Study and Curriculum Guide, Secondary Schools: Guide and Student Handbook. Placentia, Ca.: Placentia Unified School District, 1968.
This 76-page publication includes a description of this district's work-experience education program for high school students. The program is planned to motivate the youth of the community to live and work as effective adults in the business and industrial world.

Work Experience Education, A Handbook for California Secondary Schools. Sacramento: California State Department of Education, 1972.
This handbook was designed to provide administrators with current useful information needed to conduct effective work-experience programs.

Work-Study Handbook for Educable Mentally Retarded Minors Enrolled in High School Programs in California Public Schools. Prepared for the Division of Special Education by L. Wayne Campbell, Medford Todd, and Everett V. O'Rourke. Sacramento: California State Department of Education, 1971.
This handbook is intended for use in developing the educational and vocational potential of educable mentally retarded boys and girls.

B. Out-of-State Sources

Abstracts of Instructional Materials for Career Education. Columbus, Ohio: Center for Vocational and Technical Education, The Ohio State University, 1972.
This bibliography of materials relating to career education consists of selections from a national search for career education instructional materials conducted by Palo Alto Educational System, Inc., for the center.

Agan, R. J., and Others. *The Development and Demonstration of a Coordinated and Integrated Program of Occupational Information Selection and Preparation in a Secondary School: Final Report.* Manhattan, Kans.: Kansas State University, 1968 (ERIC ED 022 961).
This is the final report of a program of vocational guidance and career preparation put to practical use in Paola High School in Kansas.

Annotated Bibliography of Career-Relevant Literature at the Junior and Senior High School Level. New York: Cornell Institute for Research and Development in Occupational Education and New York State Department of Education, December, 1972.

Audiovisual Quick List. Somerville, N.J.: The Baker and Taylor Company.
This is a catalog of audiovisual aids relating to career education. This volume contains more than 1,000 titles compiled as an annotated bibliography of audiovisual materials available from 43 producers.

Audiovisual Quick-List, Career Education. Momence, Ill.: The Baker and Taylor Company, Audio Visual Services Division, 1973.
This is a single source of supply for 1,000 titles in career education—a diverse selection in a variety of media formats.

Bank, Ira M. *Community Careering.* Moravia, N.Y.: Chronicle Guidance Publications, Inc., 1974.
The author of this career education gamebook uses poems, puzzles, and pictures to introduce the career education principles to young students.

Bank, Ira M., *Curriculum Careering.* Moravia, N.Y.: Chronicle Guidance Publications, Inc., 1974.
The author of this career education gamebook uses poems, pictures, and puzzles to introduce the career education concept to elementary students.

Bank, Ira M. *World of Workers.* Moravia, N.Y.: Chronicle Guidance Publications, Inc., 1973.
Mr. Bank uses poems, pictures, and puzzles to introduce the career education concept to elementary students.

Baugh, Douglas S., and William E. Martin. *Total Career Capability for All: A Career-Development Program Model.* Fort Wayne, Ind.: Fort Wayne Community Schools, 1970.
This information source is designed for personnel involved in career education. The career-oriented program is integrated with the educational curriculum for all elementary, junior high, and senior high school students. The book contains information on human development, educational objectives, individual growth, career planning, occupational information, career choices, employment information, employment opportunities, vocational counseling, work attitudes, job satisfaction, and other topics.

Beanm, H. E., and J. R. Clary. *Introduction to Vocations: Teacher's Guide.* Raleigh, N.C.: North Carolina Department of Public Instruction, Division of Vocational Education, 1968.
This course on careers and vocations offers the following major learning experiences: (1) understanding economic processes; (2) discovering occupational opportunities and requirements; (3) exploring work opportunities and requirements; (4) performing job tasks; (5) self-appraising vocational interests and aptitudes; and (6) exploring educational and other training or retraining opportunities.

Bibliography and Index. Phoenix: Career Education Clearinghouse, Arizona State Department of Education, (Undated).

Bibliography on Career Education. Washington, D.C.: Division of Vocational and Technical Education, Bureau of Adult, Vocational, and Technical Education. U.S. Office of Education, October, 1972.
This bibliography is divided into four sections: I. Selected References on Career Education; II, Journal Articles; III, Background References; and IV, Continuing Sources of Information.

Bibliography on Career Education. Washington, D.C.: Office of Education, U.S. Department of Health, Education, and Welfare, May, 1973.
This bibliography includes selected references, journal articles, background references, and continuing sources of information.

Bibliography of K–6 Career Education Materials. Charleston, Ill.: The Center for Educational Studies, Eastern Illinois University, October, 1972.
This is an annotated bibliography of career education materials designed for the enrichment of teacher and counselor competencies.

Business Guide: An Integrated Secondary-Post Secondary Curriculum Guide. Salt Lake City: Utah State Board for Vocational-Technical Education, 1970.
This resource was designed (1) to give students knowledge and experience involving work in the business field; and (2) to acquaint students with job qualifications and employment applications.

Career Awareness. Boise, Idaho: State of Idaho, Board for Vocational Education, June, 1974.
This set of six booklets includes curriculum guides for use at grade school levels, rationale for career education, and plans for implementation of the concept in the school system.

Career Awareness, Elementary Teachers Guide. Little Rock: State of Arkansas Department of Education, 1972.
This publication was designed to help elementary teachers to integrate career awareness into the framework of the existing curriculum.

Career Centered Curriculum. New Albany, Miss.: Career Education Program, New Albany City Schools, 1972.
This handbook contains descriptions of the New Albany Career Education Program and examples of career-related instructional procedures aimed at aiding all those working in career education programs.

Career Curriculum Guide, 6, 7, and 8 Grade Math. San Antonio, Texas: Career Education Center, Harlandale Independent School District, 1973.
This curriculum guide includes suggested teaching methods built on a "conceptual ladder." It is relevant to the textbook used in the school system.

Career Education Activities: A Counselor's Handbook. Edited by Brenda B. Even. Tucson: University of Arizona, 1974.
This handbook includes an outline of the counselor-consultant role and details of activities in which a counselor could implement this role. The handbook covers all the traditional areas of personal/educational/career awareness.

Career Education: A Handbook for Counselors, Teachers, and Administrators. Huntington Beach, Ca.: Huntington Beach Union High School District, 1973.
The authors of this handbook present an outline of the career education program, show how the program can strengthen the curriculum and how it relates to the total education program, and explain how all concerned can cooperate for the further development of career education.

Career Education: A Handbook for Implementation. Baltimore, Md.: Maryland State Board of Education, Olympus Research Corp., February, 1972.
This book, which was developed through a grant from the USOE, includes answers relating to (1) concepts of career education; (2) why it is needed; (3) examples of

career education in practice; and (4) appropriate strategies for implementation.

Career Education Bibliography. Upper Montclair, N.J.: Montclair State College, 1973.
This bibliography includes selected abstracts from the National Multi-Media Center for Basic Education.

Career Education Clearinghouse Bibliography and Index. Phoenix, Ariz.: Arizona Career Education Clearinghouse, Arizona State Department of Education, (Undated).
This is a complete and extensively indexed and annotated bibliography.

Career Education Curriculum Guide. Indianapolis, Indiana: State Department of Public Instruction, 1973.
This curriculum guide describes how the concept of career education may be implemented. It is described by the editors as a catalyst to aid those who are searching for methods to make their classrooms more relevant to students' needs. It includes an excellent index of publications, films, forms, games, and sources of career information in addition to a bibliography.

Career Education Curriculum Materials. Jackson, Miss.: Mississippi State University, 1973.
This is a bibliography of materials used in Mississippi career education programs.

Career Education Guide K–Adult. Chicago, Ill.: Science Research Associates, Inc., 1972.
The authors summarize the need for career education, then proceed to outline the complete development process for implementing a career education program. They include case studies, sample forms used in a typical program, and a glossary of terms.

Career Education in the Environment. Washington, D.C.: Olympus Research Corp. Produced for the U.S. Office of Education, Department of Vocational and Technical Education, (Undated).
This handbook was designed for use in secondary schools to explore environmental problems and solutions and to provide information on existing and emerging career opportunities in the field. The book is divided into four sections: (1) career education and the environment; (2) environmental careers; (3) environmental education curriculum; and (4) bibliography.

Career Education, Programs and Progress. Washington, D.C.: Office of Career Education, U.S. Office of Education, 1974.
This is a report on USOE activities in career education in fiscal year 1973. It includes a brief history of career education within USOE, a quantitative summary of career education activities funded by USOE in 1973, and a resource guide for the development of career education.

Career Education Resource Bibliography (Prepared for Delaware's Occupational-Vocational Education Model). Milford, Del.: Delaware State Board for Vocational Education, April, 1973.
This bibliography includes information about professional books, curriculum materials, films, tapes, and microfiche.

Career Education Resource Guide. Morristown, N.J.: Career Programs, General Learning Corp., 1972.
This guide includes descriptions of specific classroom practices that have shown promise of helping students reach an old goal in new ways. Children and neighborhoods are involved, specific references are provided, and moral lectures are replaced by examples.

Career Opportunities: A Series of Articles Designed to Help Guide Young People to a Better Future. (Complete citation and annotation appear in Part II).
This 420-page paperback, available free of charge from the New York Life Insurance Company, can be made available to students, especially those in junior and senior high schools and four-year high schools. A convenient aid to all young people and to anyone involved in counseling and guidance.

Career Orientation, Grade 7 and 8: A Unified Approach. Cincinnati, Ohio: Cincinnati Public Schools, 1971.
This is a series of five publications on career orientation, information, and guidance; four activity manuals, one each on English, social studies, mathematics, and science; and one book of guidelines encompassing a broad curriculum.

Career Orientation, Grades 7, 8, 9. Cheyenne, Wyo.: Wyoming State Department of Education, 1972.
This occupational resource kit was designed to help students develop positive attitudes toward work and society. It includes a discussion about exploring career interests and attitudes. It is based on the Oakland, California, public schools' "Choice or Chance" program.

Career-Orientation Guide: Career Development Activities, Grades 5, 6, 7. Abington School District, Pennsylvania. Washington, D.C.: Office of Education, U.S. Department of Health, Education, and Welfare, 1968.
This guide introduces intermediate-grade pupils to the world of occupations and careers and provides career information, instructional materials, and guidelines on curriculum development. It covers career planning and career choices.

Career Selection Education Program, 1965–1968: Report. Edited by E. H. Digneo and T. Shaya. Santa Fe, N. Mex.: New Mexico Western States Small Schools Project, 1968 (ERIC ED 029 725).
This is a detailed report on active career-education programs conducted in selected New Mexico high

schools. This project was designed to help rural youth to prepare more effectively for the world of work. Ample information is included on methods, approaches, resources, and experiences.

Catalog of Career Education Materials. Boston, Mass.: Houghton Mifflin Co., 1973.
Published annually, this catalog includes a list of materials for use in implementing career education programs. It includes information about films, handbooks, monographs, evaluation tests, and professional books.

Catalog of Elementary Teaching Aids. Lexington, Mass.: Ginn and Company, 1973.
Published annually, this catalog includes lists of elementary reading, mathematics, languages, and science teaching aids and testing materials. A price list is included.

Catalog. Novato, Ca.: Gregg–McGraw Hill Book Co., 1973.
This catalog includes samples of various documents useful to those planning a career education program. It includes a curriculum guide for office education; program planning guide, planning guide matrix, and flowchart.

CEDaR Catalog of Selected Educational Development and Research Programs, Projects, and Products (Second edition). Denver, Colo.: Council for Educational Development and Research, Inc. (1860 Lincoln St., 80203), September, 1971.
This 439-page book has an abundance of detail on current programs, projects, and products of 11 educational laboratories in the nation and nine university-based research and development centers. Vocational guidance and career preparation are included in the program offerings.

Curriculum Guide: Junior-Senior High School. Compiled by Ray Alston and Florence Moody. Charlotte, N.C.: Charlotte-Mecklenburg Public Schools, 1969.
This publication includes curriculum guidelines and other aids for arithmetic, health, language arts, reading, science, social studies, and vocational education. The guide is concerned also with handicapped children and gifted children. Suggestions for career preparation are included.

Decisions for Living, A Guide for Personal Planning. Watertown, S.D.: South Dakota Career Development Project, 1973.
This is a recordkeeping book for the high school student. It contains a number of exercises related to the work world. It includes hints and instructions for writing letters of application and handling job interviews. It also has a recordkeeping section to aid the student in maintaining records and information about himself, his family, and his work experiences.

Developing Vocational Education Programs in the Public Schools. Compiled by the ERIC Clearinghouse on Educational Management, University of Oregon, Eugene, Oregon. Washington, D.C.: American Association of School Administrators, March, 1971.
This is No. 17 of the ERIC ABSTRACT SERIES. It contains abstracts or resumes of recently published documents in the field of vocational-occupational education programs.

Dickson, Helen K. *Career Explorations, Designs for Field Trip Reporting.* Watertown, S.D.: South Dakota Career Education Program, 1974.
This book includes suggestions for recording and writing field trip reports. It is designed to aid students in using subject knowledge, problem solving, group dynamics, creative writing, and brain storming in reinforcing the experience.

Education Index (cumulative and continuous). Bronx, N.Y.: H.W. Wilson Co.
This index is a basic source for educators, including those engaged in vocational preparation and career education. It has many references to articles, periodicals, books, monographs, reports, and other materials in general and specific fields of education. Available in most city and college libraries.

Educators Guide to Free Guidance Materials, A Multimedia Guide. 13th Annual Edition. Randolph, Wisc.: Educators Progress Service, Inc., 1974.
This edition of the annual guide is completely revised. It was compiled and edited by Mary H. Saterstrom and Joe A. Steph, who have identified free resource materials that are currently available, including films, filmstrips, slides, tapes, scripts, transcriptions, and printed materials.

Elementary Career Education Guide. Watertown, S.D.: Career Development Project, Watertown School District, 1973.
The seven volumes of this guide outline the career education curriculum in this school district. Suggested lesson plans and resources are included.

Vol. 1 Self Awareness
Vol. 2 Career Awareness–Primary
Vol. 2B Career Awareness–Intermediate
Vol. 3 Economic Awareness
Vol. 4 Beginning Competency
Vol. 5 Appreciation–Attitudes, Decision Making, Educational Awareness and Employability
Vol. 6 Master Index for Elementary Awareness Guides

ERIC System. (See *Research in Education: Annual Index* in this list.)

Facilitating Career Development: An Annotated Bibliography. Springfield, Ill.: Illinois State Board of Vocational Education and Rehabilitation (in cooperation with Southern Illinois University, Carbondale), 1974.
This bibliography is an aid for teachers, students, counselors, and other persons involved in career education and vocational guidance. It contains many references to books, reports, and other materials dealing with occupational information, career planning, vocational guidance, experimental programs, vocational development and adjustment, and so on.

Food Trades! Resource Unit for Special Classes. Houston, Tex.: Houston Independent School District, 1968.
This introduction to the world of work was designed to assist teachers, coordinators, and supervisors of special education in guiding students toward successful job placement. It acquaints students with job requirements and employment opportunities.

Gamble, R. R. *Clinical Teaching with Computer Aids: The Bartlesville System.* Bartlesville, Okla.: Bartlesville Public Schools; Stillwater, Okla.: Oklahoma State University, Research Foundation, 1969 (ERIC ED 033 376).
This report is designed for public school teachers using the clinical teaching approach. The author discusses the functions and advantages of computer assistance for both students and teachers.

Georgia Career Education Curriculum Materials. Jackson, Miss.: Mississippi State University, 1973.
This publication contains a listing of curriculum guides, teaching guides, and bibliographies available for career education students and teaching staff.

A Guide for Developmental Vocational Guidance, Grades K–12. Oklahoma City, Okla.: Oklahoma State Department of Education, 1968 (ERIC ED 026 532).
This resource guide contains information on classroom guidance, programs in elementary and secondary schools, occupational guidance, and career planning.

A Guide for Teachers of a Course in Career Exploration, Grades 8, 9, 10. Stillwater, Okla.: Curriculum and Instructional Materials Center, Oklahoma State Department for Vocational and Technical Education, 1971.
This publication covers career planning, career opportunities, occupational information, vocational guidance, resource materials, and other facets of career education and exploration for students at these grade levels.

Guidelines for the Occupational Training of the Disadvantaged. Bureau of Manpower Development and Training, New York State Education Department. Oswego, N.Y.: Department of Vocational-Technical Education, State University of New York, 1968.
This source book deals with that facet of career education which relates to the educational-vocational needs of disadvantaged children and youth. It contains material on individualized instruction, resource materials, occupational guidance, occupational training, and other matters.

Handbook for Analyzing Jobs. Washington, D.C.: U.S. Department of Labor, 1972.
This handbook describes a new approach and structured procedure for obtaining and recording job analysis data. Through these concepts and techniques, information about job and worker requirements can be acquired for programs concerned with the development and utilization of manpower potential.

Hart, Jim. *An American History Curriculum Guide.* Watertown, S.D.: South Dakota Career Education Program, 1974.
This guide includes definition and description of career education and a suggestion of how a career education theme could be woven into an American History course. Course outlines are included.

Hart, Jim. *A Music Curriculum Guide.* South Dakota Career Education Program, 1974.
This handbook includes definition and description of a career education concept and a suggestion for how career education lessons could be incorporated into a junior high school music class. It also offers examples of course outlines.

Herzog, Douglas. *Career Clusters, a Minidirectory.* Watertown, S.D.: South Dakota Career Education, January, 1974.
This directory is designed to help understand the content of 13 career clusters and nearly 100 job families.

Herzog, Douglas. *Career Clusters, What They Are, and How to Use Them.* Watertown, S.D.: South Dakota Career Education, January, 1974.
This is a counselor guide that explains the origin of career clusters and how they have developed into a career counseling aid. Various clusters are listed in the booklet, with detailed instructions on how to use them.

Instructional Materials for Career Education. A search and assessment for the USOE by Peat, Marwick, Mitchell and Co., Washington, D.C., February, 1974.
This is the final report of a search and evaluation project designed to provide local education officers curriculum suggestions, instructional materials and sources of funding for career education programs. The bibliography is organized by state and includes an assessment of the material.

Introducing Career Education to Teachers. DeKalb, Ill.: Northern Illinois University, April, 1972.
This is a handbook for consultants' workshop leaders and teacher educators designed to help organize ideas for

introducing career education to teachers. It is not an overview of career education, but a resource for informing teachers on how to begin career development activities in the classroom

Maddox, Marion E. *An Annotated Bibliography for Occupational Surveys.* Little Rock, Ark.: Arkansas State Department of Education, Division of Vocational Education, 1969.
This annotated bibliography for teachers and students covers such subjects as educational needs, manpower needs, occupational information, research coordinating units, resource materials, vocational education, and so on.

Man: His Life and Work—A Career Orientation Manual for Teachers of Seventh and Eighth Grade Social Studies. Cincinnati, Ohio: Cincinnati Public Schools, 1970.
This source deals with career planning, career opportunities, multimedia instruction, educational and vocational values, socioeconomic and cultural factors, and the nature of society in our times.

Mississippi Career Education Curriculum Materials. Compiled by Jasper S. Lee. Jackson, Miss.: Mississippi State University, 1973.
This listing of curriculum guides, teaching guides, and bibliographies is available to career education students and teaching staffs.

Mitchell, E. F., and Others. *Industrial Arts and Vocational Education in Grades K–12: Final Report.* Greenwood, Miss.: Leflore County Schools, October, 1968.
This report deals with program development and comprehensive programs in this field of education and training.

Moore, Allen B. *Abstracts of Instructional Materials for Career Education.* Columbus, Ohio: The Center for Vocational and Technical Education, Ohio State University, 1972.
This is a complete, abstracted bibliography covering all instructional materials specific to career education. Other publications in this series cover business education, agricultural education, home economics education, and others.

1971 Catalog of Books, Bulletins, and Pamphlets. Chicago: Educational Materials Center, National Restaurant Association, 1971.
This is an index to films, books, training guides, and other materials in the food service occupations.

Occupational Exploration Briefs, Grades 9–12. (SRA) (Cited and annotated in Part II; a very useful resource)

Occupational Literature (Revised edition). Library resource. (Cited and annotated in Part II; an important basic tool)

Occupational Training Guidebook. Washington, D.C.: U.S. Department of Labor, Job Corps (undated).
This guidebook contains a complete reference of occupational training guides developed in the Job Corps program. It provides ready reference for minimum training requirements for training programs in the Job Corps structure and also contains data to assist training and management staffs in developing, implementing, and evaluating an occupational training program.

North Carolina Career Education Materials. Jackson, Miss.: Mississippi State University, 1973.
This is a compilation of curriculum guides, teaching guides, and bibliographies available to career education students and teaching staffs.

Occupational Training Handbook. Washington, D.C.: U.S. Department of Labor, Job Corps (undated).
This handbook is designed to assist training staff in developing an instructional system that relates to present-day occupational requirements.

O'Connor, Dorothy, and Mary Lee Satterfield. *Suggested Units of Study for Occupational Training Program.* Titusville, Ala.: Brevard County Board of Public Instruction, 1966.
The content of this resource publication is useful for its concern with adolescents, vocational education, consumer education, money management, social skills, exceptional children, and experience through field trips.

Official Manual of Future Farmers of America. Alexandria, Va.: Future Farmers Supply Service, 1968.
This manual contains information on farming, agronomy, agriculture, stock raising, and other aspects of this occupational area.

Olson, LeVene A. *Career Exploration.* Huntington, W. Va.: Marshall University, Department of Vocational-Technical Education, 1972.
Annotated in Section VIII-A.

The Peace Corps Reader. Washington, D.C.: Office of Public Information, The Peace Corps, 1968.
This publication can easily be made available to students. Consisting of 28 articles by members of the Corps, it includes reports describing the vocation of helping other people in other countries and enables the young reader to get a clearer view of the world in which he lives, with its varied cultures and needs.

People and Choices. (Career Folios). Harcourt Brace Jovanovich, Inc., 1971.
This series of pamphlets features people in various careers explaining how they prepared for and succeeded in their careers.

Personnel Development for Career Education. Columbus, Ohio: The Ohio State University, August, 1973.
This is a selected annotated bibliography.

A Pilot Project to Develop a Program of Occupational Training for School-Alienated Youth: Final Report and Selected Materials. Hartford, Conn.: Connecticut State Board of Education, Center for Vocational Arts, 1969.
This is a serviceable source of information on occupational and career preparation for a special population of distressed youth, on multimedia instruction, on work-experience findings, and on youth problems.

Pointer, Avis Y., and Jacob R. Fishman. *New Careers: Entry-level Training for the Human Service Aide.* Washington, D.C.: New Careers Institute, University Research Corp., 1968.
This publication contains information on the field of human services; deals with curriculum development in connection with career planning; is concerned with evaluating educational preparation and specific training; includes information about job preparation and on-the-job training; and includes program descriptions.

Project VISION (Vocational Information System Involving Occupational Needs): An Experiment with Occupational Needs Projection Techniques. Madison, Wisc.: Wisconsin State Employment Service, 1970.
This book deals with information needs, occupational surveys, the provision of occupational information and ways of getting it, the labor market, employment opportunities, curriculum planning and vocational education, evaluation of career education, and other matters. Particularly helpful are the employment projections and information on occupational trends and patterns.

Raizen, Senta, A., et al. *Career Education: An R and D Plan.* Washington, D.C.: National Institute of Education, U.S. Department of Health, Education, and Welfare, May, 1973.
This report includes a conceptual framework for research and development in career Education; an examination of some currently supportive activities as they relate to that framework and as sources for further work; and a possible program plan and some research and development strategies for the NIE Career Education Plan.

Research and Development Project in Career Education. Lexington County, South Carolina: Lexington County School District Three, June, 1972.
This publication is the result of a search of literature designed to define the concept of career education. It includes recommendations for an approach for incorporating career education into the local school system.

Research in Education: Annual Index. Education Resources Information Center (ERIC). Washington, D.C.: U.S. Government Printing Office, Washington, D.C. 20402 (Published annually).
This source and the system of which it is a part are considered of special importance to career education. The annual publication is an index to resumes appearing in the monthly issues of *Research in Education.* The resumes pertain to significant educational literature available.

The literature abstracted in this system pertains to reports from research projects funded by the U.S. Office of Education and reports and documents collected by the clearinghouses in the ERIC national network. The ERIC system consists of the central office in Washington, D.C., and 19 clearinghouses across the country.

The ERIC headquarters is located in the Office of Education, 400 Maryland Ave., SW, Washington, D C 20202. For the benefit of career education personnel, the Clearinghouse for Counseling and Personnel Services is located at the University of Michigan, Ann Arbor, Michigan; and the Clearinghouse for Vocational and Technical Education is located at Ohio State University, Columbus, Ohio.

The California State Department of Education is linked to the ERIC system. The *Annual Index*, the monthly issues of *Research in Education* containing the abstracts, microfiche materials, printout facilities, and other related resources are housed in the Education Building in Sacramento. ERIC materials are also available in a number of colleges and universities around the country and in other education-related institutions, centers, or agencies. Availability is increasing each year.

Ryan, Charles W. *Career Education: A Handbook of Funding Resources.* Boston, Mass.: Houghton Mifflin Co., 1973.
The author offers suggestions and guidelines to educators and other groups that seek outside funding for their career education programs.

Ryan, Charles W. *Career Education Program.* (Vol. I, K–6). Boston, Mass.: Houghton Mifflin Co., 1973.
This volume is designed to be used by teachers and counselors with students in kindergarten through grade six. A special unit is included for use in explaining the program to parents. Volume II, Grades 7–9, is by Glenn A. Saltzmann. Volume III, Grades 10–12, is by H. Eugene Wysong.

Smith George. *Problems in the Organization and Administration of Career Education Programs.* Eugene, Oregon: University of Oregon, September, 1972.
The author, Superintendent of Schools in Mesa, Arizona, reports a compilation of strategies found to be effective in presenting and implementing a career education program. He discusses programs and solutions relative to change processes, linkage, goal setting, process skills, advantages of temporary systems, organization, personnel and staffing, and community concern.

South Carolina Career Education Curriculum Materials. Jackson, Miss.: Mississippi State University, 1973.
This is a listing of curriculum guides, teaching guides, and bibliographies available to career education students and teaching staffs.

Special Education: A Curriculum Guide. Edited by Edward S. Stark. Springfield, Ill.: Charles C. Thomas, Publisher, 1969.
The content of this guide relates to the training of children who need special education. It deals with vocational education, work-study programs, sheltered workshops, self-care skills, subject-matter coverage, health, and other matters.

SRA 1972 Catalog. Chicago: Science Research Associates, Inc., 1971.
This source for career education is available for use by professional personnel and especially by students themselves. Examples of materials for student use include the following:
Our Working World: Grades 1, 2, 3
Job Experience Kits, Grades 8–12
Occupational Exploration Briefs, Grades 9–12
A variety of literature, audiovisual aids, project guides, devices, products, and other materials is available from this firm.

Staff Development Guidelines in Comprehensive Career Education. Columbus, Ohio: The Ohio State University, May, 1972.
Annotated in Section VII

Stevenson, John B. *An Introduction to Career Education.* Worthington, Ohio: Charles A. Jones Publishing Co., 1973.
Annotated in Section VI-A

Super, Donald E., et al. *Computer-Assisted Counseling.* Columbia University, N.Y.: Teachers College Press, 1970.
This publication includes a series of papers presented at various professional meetings by leaders in the field of counseling. It is designed to explain computer-assisted counseling. The author discusses the impact computers could have on instruction, systems currently used, and economic and political problems facing those who adopt these systems.

Supplement to Abstracts of Instructional Materials for Career Education. Columbus, Ohio: The Center for Vocational and Technical Education, The Ohio State University, 1973.
This is a supplement to the 1972 bibliography of materials relative to career education.

Tapman, Muriel Shay. *Career Education Concept* (VEPP-CEB-NWD, NCIES). Washington, D.C.: U.S. Office of Education, April, 1972.
This publication is a USOE education specialist's report on the career education concept as viewed by state coordinators for personnel development for vocational education. It is a summary of responses to a request for information relative to the status of development and planning in each of the states as a guide for future federal funding.

Technical and Occupational Education. New York: The McGraw-Hill Book Co., 1974.
This is an annual catalog of textbooks, workbooks, manuals, audiovisual and multimedia products produced by the Gregg/Community College Division of the publishing firm.

Test and Guidance Catalog, 1973. Chicago, Ill.: Science Research Associates, Inc.
This catalog is published annually. It is a catalog of achievement, ability, diagnostic, and special tests. It also includes interest inventories and guidance materials.

Texas VIEW Training Guide. El Paso, Texas: Region XIX Education Service Center, 1970.
This is a teaching guide for presenting a VIEW (Vital Information for Education and Work) program. It explains composition and production of VIEWscript microfilm aperature cards.

Thompson, Albert S., and Others. The Educational and Career Exploration System: Field Trial and Evaluation in Montclair High School.
(Cited and annotated in Part IV)

Training Achievement Records. Washington, D.C.: U.S. Department of Labor, Job Corps, (undated).
This booklet contains 144 training achievement records which can be used in connection with the *Occupational Training Guidebook* for recordkeeping purposes.

Verhoven, Peter J., and Dennis A. Vinton. *Career Education for Leisure Occupations–Curriculum Guides for Recreation, Hospitality, and Tourism.* Lexington, Ky.: University of Kentucky, December, 1972.
The first portion of this document provides historical perspective and rationale for career education. The second portion presents an overview of the leisure occupations, and the succeeding portions give guidelines for implementing a career education program for leisure occupations.

Vetter, Louise, and Barbara J. Sethney. *Planning Ahead for the World of Work: Development and Field Testing of Curriculum Materials for Secondary School Girls.* Co-

lumbus, Ohio: Center for Vocational and Technical Education, Ohio State University, January, 1971.
This kit includes practical materials for teacher and student. Information in this package is designed for career planning and occupational exploration.

Vocational-Occupational Materials, A Bibliography. Sidney, Mich.: Montcalm Community College, 1972.
This bibliography contains career education reference materials, career books, and a listing of free materials related to career education.

The World of Work: Increasing the Vocational Awareness of Elementary School Children (ERIC ED 038 511).
(Cited in Part III)

World of Work (ABLE Model Program). De Kalb, Ill.: Northern Illinois University and Division of Vocational Technical Education, State of Illinois, September, 1972.
This book contains a compendium of practical ideas designed to help in revising curriculum and writing curriculum guides, resource units, and so forth. Some of the materials were developed in connection with the ABLE Model program (ABLE = Authentic, Basic Life-centered Education).

Wysong, H. Eugene. *Career Education Program* (Vol. III, grades 10–12). Boston, Mass.: Houghton-Mifflin Co., 1973.
In this sourcebook the author identifies resource materials and procedures useful in helping secondary school students progress in their career education. It includes lesson plans and teacher guides.

Youth Resources Manual for Coordinators.
(Cited and annotated in Part II)

Part VI
Materials and Sources of Information for Counselors and Other Guidance Personnel

This section is intended to help those involved in the counseling and guidance functions of career education. Subsection A includes important basic sources of information and certain useful reports; Subsection B includes the names and addresses of various publishing houses, agencies, institutions, commercial firms, and other sources of useful information.

A. Important Basic Sources and Useful Reports

Advisory Committee for Career Education. Cashmere, Wash.: Cashmere-Peschatin-Dryden School Districts, 1973.
This booklet is designed to assist educators in forming an advisory committee of local business people. It also provides general guidelines for effective utilization of these committees.

Bailey, John A. *Career Development Concepts–Significance and Utility.* Reno, Nev.: University of Nevada, College of Education, 1967.
This report contains information and data on occupational guidance, group guidance, vocational development, rating scales, and other matters.

Beall, L. "Vocational Choice: The Impossible Fantasy and the Improbable Choice," *Journal of Counseling Psychology,* XIV (1967), 86–92.
This article stresses the roles of the counselor, especially his diagnostic task of assessing the student-client's impulses and defenses regarding vocational matters.

Bohn, M. J., and D. E. Super. "The Computer in Counseling and Guidance Programs," *Educational Technology,* IX (1969), 29–31.
The authors discuss the roles and functions of computer technology in student guidance and problems yet to be settled.

Bowman, Gardaw, and Gordon J. Klopf. *New Careers and Roles in the American School.* Prepared for the Office of Economic Opportunity. New York: Bank Street College of Education, 1968.
The authors discuss changes in the needs of modern youth and new socioeconomic patterns across the nation and new roles and approaches in schools and school systems. It has relevancy for career education.

Brownstein, Samuel C., and Mitchel Weiner. *You Can Win a Scholarship.* Woodbury, N.Y.: Barron's Educational Series, Inc., 1971.
This publication should be of interest to students in grades ten to twelve who are planning to enter a career via college.

Bush, Donald O., and Others. *Between Education and the World of Work: The Image of the World of Work.* Greeley, Colo.: Rocky Mountain Educational Laboratory, Inc., 1969.
This report deals with student attitudes (mainly at the junior high school level), vocational guidance and development, job information, career planning, and career choices.

"Career Education and Career Advisers." Los Angeles: Los Angeles Unified School District, Division of Career and Continuing Education, 1972 (brochure).

This small but useful publication includes a description of the roles and the value of "career advisers" in helping students in many different ways. In this school district the advisers belong to the counseling staff and play an important part in the district's program of career education.

Career Guidance: A California Model for Career Development, K–Adult.
(Cited and annotated in Part IV)

Career Opportunities: A Series of Articles Designed to Help Guide Young People to a Better Future (Ninth revision), 1969.
(Cited and annotated in parts II and V)
This useful 420-page paperback is available free of charge from the New York Life Insurance Company. It contains 57 job descriptions.

Write: Career Information Services
New York Life Insurance Co.
Box 51, Madison Square Station
New York, N Y 10010

Citizens for the 21st Century: Long-Range Considerations for California Elementary and Secondary Education. ("The SCPE Report")
(Cited and annotated in Part I)

D & R Report: Vocational Education. (Special report of the Council for Educational Development and Research, Inc., 1860 Lincoln St., Denver, Colo. 80203.) (Vol. I, No. 4, Fall, 1971, issue of the *D & R Report.*)
The contents of this special issue include many aspects of vocational and career education, including adult education, sources of information, guidance, programs, curricula, trends, schools, employment, and employers.

Developing Vocational Education Programs in the Public Schools.
(Cited and annotated in Part V-B)

Dictionary of Occupational Titles (Third edition).
(Cited and annotated in Part II; very important source)

Dunn, James A., et al. *The Guidance Program in the PLAN System of Individualized Education.* Palo Alto, Ca.: American Institutes for Research, June, 1972.
This document includes a discussion of PLAN (Program of Learning in Accordance with Needs) as one of the most comprehensive efforts toward the individualization of education.

Education and Training: Learning for Jobs.
(Cited and annotated in Part II)

Education for Occupations. Bureau of Occupational Education Research. Albany, N.Y.: University of the State of New York, 1967.
This document is concerned with more effective and more relevant occupational and career preparation.

Education Index.
(Cited and annotated in Part V)

Educators' Guide to Free Guidance Materials. Compiled and edited by Mary H. Saterstrom and J. A. Steph. Randolph, Wisc.: Educators' Progress Service, Inc., 1971.
This is the tenth edition of a compendium for counseling and guidance personnel. Many guidance materials are available free of charge; this reference tells where to look and write.

Eggeman, Donald F., and Others. *Problems in the Transition from School to Work as Perceived by Youth Opportunity Center Counselors: A National Survey–Final Report.* (Research Series No. 53.) Columbus, Ohio: Ohio State University, Center for Vocational and Technical Training, 1969.
This publication covers such subjects as youth attitudes and problems, adjustment problems in the world of work, job training, counseling services, attitudes of teachers and counselors, instructional materials, occupational guidance, personality problems, and other matters.

Encyclopedia of Associations (Sixth edition). In three volumes. Detroit, Mich.: Gale Research Co., 1970. Vol. I: *National Organizations of the United States* (trade, business, commercial, agricultural, government, military, scientific, educational and cultural, engineering, social welfare, health, medical, public affairs, fraternal, religious, veterans, hobby, athletic, general, labor unions, chambers of commerce, and so forth); Vol. II: *Geographic and Executive Index;* Vol. III: *New Associations and Projects* (looseleaf).
This publication is a major source of information. Volume I, especially, has content on what services these organizations perform, what publications are available, complete addresses, and other data. Much of this content is helpful for career-education purposes. The California State Library has a complete set.

The Encyclopedia of Careers and Vocational Guidance. In two volumes.
(Cited and annotated in Part II)

Encyclopedia of Education. In ten volumes, Leo C. Deighton, Editor-in-chief. New York: Macmillan Company and the Free Press (Crowell-Collier Educational Corp.), 1971.
This is a thorough, comprehensive source of information on many aspects, functions, and approaches in the field of education. It has considerable content on occupational preparation, vocational guidance, career-oriented curricula, and related topics.

Encyclopedia of Educational Research (Fourth edition).
(Cited and annotated in Part I; important source)

ERIC System. (See *Research in Education: Annual Index* in this list.)

Facilitating Career Development: An Annotated Bibliography.
(Cited and annotated in Part V; a valuable aid)

Feingold, S. Norman. Several publications on scholarships and loans are available. Cambridge, Mass.: Bellman Publishing Co.
This source material is especially useful for those students who want to go on to higher education but cannot do so unless they have outside help.

Feingold, S. Norman, and Sol Swerdloff. *Occupations and Careers.*
(Cited and annotated in Part II)

Fine, Sidney A. *Guidelines for the Design of New Careers.* Kalamazoo, Mich.: W. E. Upjohn Institute for Employment Research, 1967.
The content of this booklet is on employment and career research and findings.

Gardiner, Glenn L. *How You Can Get the Job You Want.*
(Cited and annotated in Part II)

Garraty, John A., Walter Adams, and Cyril J. H. Taylor. *The New Guide to Study Abroad.* New York: Harper and Row, Publishers, 1969.
Considered an essential source, this book has information, pointers, facts, and data on study, travel, and jobs abroad. Contents deal with such topics and matters as the following: overseas-study programs, international and experimental programs, work-and-travel-abroad programs, living with a foreign family, volunteer work camps, the Peace Corps, having work-study experiences in other countries, UNESCO, the American Field Service Committee, American Student Information Service (ASIS), International Student Information Service (ISIS), and so on.

Guidance in the Elementary School. Vol. XXXVI, No. 7. Frankfort, Ky.: Kentucky State Department of Education, Division of Guidance Services, 1968 (ERIC ED 032 594).
This book describes roles of all school personnel involved in the elementary-level guidance program. It contains a thorough presentation on counseling services, as well as on information services and relevant resources.

A Guide for Industrial Arts Education in California.
(Cited and annotated in Part V)

Guidelines for Pupil Personnel Services in the Elementary School. Sacramento: California State Department of Education, 1967.
This publication is still a relevant source.

Guidelines for the Occupational Training of the Disadvantaged.
(Cited and annotated in Part V)

Gysbers, N. C., and E. J. Moore. "Cooperative Work Experience as a Guidance Setting," *American Vocational Journal,* XLIII (1968), 16–61.
The authors believe that counselors should be an integral part of the cooperative education team. A major emphasis is on the allocation of classroom and on-the-job time to mastering specific occupational skills.

Handbook for Community Adult School Counselors (Revised edition). Los Angeles: Los Angeles Unified School District, Division of Adult Education, 1971.
This handbook covers administrative policies, interviewing, testing, credit evaluation, records, citizenship problems, veterans, vocational counseling, high school graduation requirements, community agencies, and college counseling.

Handbook of Job Facts. Compiled by Norma Thiemann. Chicago: Science Research Associates, Inc., 1971.
This is a manual for use by student and counselor.

Handbook on Work Experience Education.
(Cited and annotated in Part V)

Hansen, Lorraine Sundal, and Others. *Career Guidance Practices in School and Community.*
(Cited and annotated in Part IV)

Hoppock, Robert. *The Use and Misuse of Occupational Information.* New York: New York University, 1970 (ERIC ED 037 749).
This report is concerned with career choice, career opportunities, counseling, guidance, occupational choices, adequate occupational information, vocational directions, and vocational follow-up.

Horyna, Larry L., and Others. *Working, Learning, and Career Planning: A Cooperative Approach to Human Resource Development.* Greeley, Colo.: Rocky Mountain Educational Laboratory, Inc., 1969 (ERIC ED 034 874).
This document contains useful references to works on career education and occupational counseling; it deals with career planning, human resources, manpower development, vocational education, and program evaluation. The factor of cooperative effort is stressed.

"Instructional Materials." List of California Apprenticeship Publications, Technical Education Publications, and Fire Service Training Publications. Sacramento: California State Department of Education, August, 1971.
This list is an aid for counselors and students inclined toward crafts, trades, skilled technical occupations, and the like.

For other vocational education publications, consult the Department's Vocational Education Section, Education Building, 721 Capitol Mall, Sacramento 95814.

Investment for Tomorrow: A Report of the Presidential Task Force on Career Advancement.
(Cited and annotated in Part II)

Job Placement Services: A Guidebook for Counselors. Prepared by Thomas W. Gambino and Robert A. Briant. Trenton, N.J.: New Jersey State Department of Education, 1969.
This guidebook was prepared for counselors and other guidance personnel in the public schools. It was prepared under the direction of the Division of Vocational Education in Trenton.

Jones, G. Brian. *Planning and Implementing a Comprehensive Career System of Individualized Guidance.* American Personnel and Guidance Association and the Santa Clara Unified School District. Palo Alto, Ca.: American Institute for Research in Behavioral Sciences, 1970.
This document deals with the goals and importance of individualized guidance, career education and career planning, guidance objectives and programs, occupational guidance, program evaluation, and other salient factors.

Kimbrell, Grady, and Ben S. Vineyard. *Succeeding in the World of Work.*
(Cited and annotated in Part II)

Marland, Sidney P., Jr. *Career Education: More Than a Name.* Washington, D.C.: U.S. Department of Health, Education, and Welfare, Office of the Commissioner of Education, 1971. (See Part III for other Marland citations.)
This report (originally an address) has to do with new trends and patterns in the vocational-occupational preparation of young persons. It carefully examines career education, career opportunities, educational finances, vocational development, and other matters.

Marland, Sidney P. "America's Need for Career Education," *Occupational Outlook Quarterly*, Summer, 1972.
(Annotated in Section VIIIA)

McKee, Richard. *Financial Assistance for College Students.* Washington, D.C.: Superintendent of Documents, U.S. Government Printing Office. (Latest edition should be requested.)
This source can be helpful to college-bound students who need financial aid. Since it is revised from time to time to keep abreast of the rapidly changing college scene, the latest edition should be sought.

The Nation's Manpower Programs. National Manpower Policy Task Force.
(Cited and annotated in Part II)

National Directory of Schools and Vocations (Third edition). Prepared by A. E. Miller and Betty I. Brown. North Springfield, Pa.: State School Publications, 1967.
This directory includes addresses of schools.

Occupational Exploration Briefs, Grades 9–12. (SRA)
(Cited and annotated in Part II; an excellent aid to students)

Occupational Literature (Revised edition). Library publication.
(Cited and annotated in Part II)

Occupational Outlook Handbook: Employment Information on Occupations for Use in Guidance (1970-71 edition).
(Cited and annotated in Part II; considered an essential source in the field of career education)

A Policy and System Study of California Vocational Education: A Framework for Program Development of a New, Comprehensive, and Integrated Approach to Education and Work. A report prepared for the California State Board of Education by Arthur D. Little, Inc. Sacramento: California State Board of Education, 1970.
This is a report of the status of vocational education in California schools. It has some harsh things to say about it and even calls it inadequate. It contains good material on what to do to remedy the situation. Goals, objectives, and recommendations are discussed.

Project VIEW: History and Development. (See *Vocational Information for Education and Work*, Part V.)

Public Affairs Information Service Bulletin (P.A.I.S.). Cumulative and continuous. New York: Public Affairs Information Service, Inc.
This is a useful index to articles, books, pamphlets, brochures, monographs, leaflets, and the like, regarding public affairs, public services, political issues, and other kinds of activities and projects that are of public interest.

Report of the National Advisory Commission on Civil Disorders.
(Cited and annotated in Part I) This report is considered a source of major importance. It has excellent insights into the causes of youth problems and conflict. Guidelines for the improvement of vocational education across the country are presented on page 251.

Research in Education. Education Resources Information Center (ERIC). Monthly issues and semi-annual and annual indexes.
(Cited and annotated in detail in Part V, these documents are part of the ERIC nationwide system of educational information search, retrieval, and dissemination. The system is of major importance to personnel involved in career education.)

Research Visibility, 1967-68. Washington, D.C.: American Vocational Association (1510 H St., NW, 20005), 1968. This document contains reports on selected research studies in vocational, technical, and practical arts education—reprinted from the *American Vocational Journal.* More recent edition should be available.

Rhodes, James A. *Vocational Education and Guidance: A System for the Seventies.* (Cited and annotated in Part I)

Selected Publications of the California State Department of Education. Sacramento: California State Department of Education (current issue).
This list of Department publications contains a number of references dealing with, or related to, certain aspects of career education, guidance, work orientation, vocational preparation, and the like.

SRA Catalog. Revised annually.
(Cited and annotated in parts II and V, this catalog covers a number of career-related, job-oriented materials for student use.)

Stevenson, John B. *An Introduction to Career Education.* Worthington, Ohio: Charles A. Jones Publishing Co., 1973.
This handbook is for people involved directly in guidance and counseling or precollege, post-high school levels. It can also be a useful tool in developing learning experiences in a variety of settings in the total community.

Students' Guide to Occupational Opportunities and Their Lifetime Earnings. Compiled by Juvenal L. Angel, Director, Modern Vocational Trends Bureau.
(Cited and annotated in Part II)

Vocational Education in California (annual report). Sacramento, Ca.: California State Department of Education (current edition).
This is a summary report of the status of vocational education in California public schools prepared by the Vocational Education Section of the Department of Education.

Van Hoose, W. H. *Guidance for Total Development.* Detroit, Mich.: Wayne State University, 1969 (ERIC ED 031 762).
Key functions of elementary school guidance are discussed in this publication, including the following: child study, early identification of children with special needs, counseling, work with other adults, career development, and coordination of school and community resources for guidance.

Venn, Grant. *Man, Education, and Manpower.* (Cited and annotated in parts I and II; includes abundant information and recommendations)

Vocational Education: Innovations Revolutionize Career Training. (Cited and annotated in Part IV)

Vocational Education and Occupations. Federal publication. (Cited and annotated in Part II; useful source)

Vocational Information for Education and Work (Project VIEW). San Diego. (Cited and annotated in Part V; useful system serving both youth and counselors)

Work-Study Handbook for Educable Mentally Retarded Minors Enrolled in High School Programs in California Public Schools. (Cited and annotated in Part V; solid content; useful source book on many counts)

Youth Resources Manual for Coordinators. President's Council on Youth Opportunity. (Cited and annotated in Part II)

B. Names and Locations of Sources of Career Education Information

American Council on Education, 1 Dupont Circle, NW, Washington, DC 20036 (Various materials available)

American Field Service Committee, 160 N. 15th St., Philadelphia, PA 19102. (Provides information and help regarding overseas programs, overseas volunteer work camps, and the like)

American Personnel and Guidance Association, 1607 New Hampshire Ave., NW, Washington, DC 20009 (Materials on counseling and guidance)

American Vocational Association, 1510 H St., NW, Washington, DC 20005 (Reports and various other materials can be requested.)

The Armed Forces. For information on the Air Force, Army, Marine Corps, and Navy, consult offices in the Federal Building, 805 I St., Sacramento, or the nearest federal building.

Bellman Publishing Co., P.O. Box 172, Cambridge, Mass. (More than 70 monographs about careers and occupations are published by this firm.)

B'Nai B'Rith Vocational Service, 1640 Rhode Island Ave., NW, Washington, DC 20036 (Provides 40 briefs on vocational information)

California Commission on Teacher Preparation and Licensing, 1020 O St., Sacramento, CA 95814 (The commission provides literature on the requirements and qualifications for teachers, administrators, counseling and guidance personnel, specialists, vocational instructors, adult education teachers, and other educational personnel.)

California Community Colleges, Chancellor's Office, 1238 S St., Sacramento, CA 95814 (Considerable amount of literature available on the state's system of community colleges: locations, curricula, occupational and career programs, and so on.)

California State College Trustees, 1127–11th St., Sacramento, CA 95814 (Supplies lists and literature about the locations, facilities, and programs of all the state colleges in California.)

California State Department of Education, 721 Capitol Mall, Sacramento, CA 95814.
Much literature and numerous publications originating from and involving the following:

- Bureau of Publications (for information relating to publications originating in the California State Department of Education)
- California Maritime Academy, Vallejo (catalogs and brochures available on the Academy's programs, with useful information on the maritime vocation)
- Career Education Task Force
- Compensatory Education Program Support Unit (Programs to help the disadvantaged, children of migrant workers, and others with critical needs)
- Curriculum Services Core (current elementary and secondary education)
- Division of Libraries, including the State Library (Library and Courts Building) (outstanding collections and materials, including recent and new literature on occupational and career education)
- Physical Education and Safety Core (driver education, health, and P.E.)
- Pupil Personnel Services Core, General Education Program Support Unit (guidance and counseling)
- Special Education Support Unit (programs for handicapped and gifted children)
- Vocational Education Support Unit (agricultural education, business education, homemaking, industrial education, manpower development and training, research coordination)

California State Employment Development Department, 800 Capitol Mall, Sacramento, CA 95814. (Printed material is provided on many different types of work.)

California State Department of Industrial Relations, 455 Golden Gate Ave., San Francisco, CA 94102 (P.O. Box 603, San Francisco 94101) (Publications, brochures, and other materials are available which will provide information relating to many facets of industry-related occupations, work conditions, kinds of jobs, locations, requirements, laws and regulations, and so forth.)

California State Personnel Board–Recruitment and Field Services Division, 801 Capitol Mall, Sacramento, CA 95814. (Information on job opportunities and job qualifications will be supplied upon request.)

California Teachers Association, 1705 Murchison Drive, Burlingame, CA 94010. (This organization publishes research bulletins and other useful materials and literature appropriate to the career education program.)

Careers, Box 135, Largo, FL 33540 (Many career briefs and summaries and available; write for listings.)

Career Guidance Services, 6401 Linda Vista Rd., San Diego, CA 92111. This is a source of career tests, task analysis surveys, career games and resource materials, computer-assisted guidance, and other aids to career education program directors, administrators, and teachers.

Center for Vocational and Technical Education, Ohio State University, 1900 Kenny Road, Columbus, OH 43210. (The center publishes a number of publications on the world of work; curriculum materials for student and teacher; research report abstracts; and descriptions of methods of information dissemination.)

Community College Vocational Cooperative Education. Persons desiring information on community college cooperative vocational education should contact Ronald A. Grant, Specialist, Cooperative Work Experience Education, Office of the Chancellor, California Community Colleges, 1238 S St., Sacramento, CA 95814.

Council for Educational Development and Research, Inc., 1860 Lincoln St., Denver, CO 80203. (The council publishes the *D & R Report* and the *CEDaR Catalog of Selected Educational Development and Research Programs, Projects, and Products.*)

Coward-McCann, Inc., 200 Madison Ave., New York, NY 10016 (*"THE COLBY BOOKS"* on various kinds of work and jobs which are designed especially for the elementary grades are available from this company.)

Dodd, Mead and Co., 79 Madison Ave., New York, NY 10016 (This company produces the *"DODD, MEAD CAREER BOOKS."* The series consists of more than 80 semiautobiographical books.)

E. P. Dutton and Co., Inc., 201 Park Ave. South, New York, NY 10003 (*"DUTTON BOOKS ON CAREERS"* are suitable for senior high school students and college students.)

ERIC System. Write: Educational Resources Information Center (ERIC), U.S. Office of Education, 400 Maryland Ave., SW, Washington, DC 20202. (ERIC is a major source of valuable educational information; see *Research in Education* in Part V, Subsection B, for detailed information.)

Federal Job Information Center (Civil Service Commission), Federal and Courthouse Bldg., 650 Capitol Mall, Sacramento, CA 95814. (Job specifications, lists, leaflets,

brochures, and other materials relating to occupations are available.)

Finney Company, 3350 Gorham Ave., Minneapolis, MN 55426 (This company publishes briefs and monographs on many occupations—a good source of information for high school students.)

Follett Counseling Information System (FCIS): Follett Systems, a Division of Follett Educational Corporation, Palo Alto, Ca. (FCIS provides supportive guidance services for schools. Student booklets, parent guides, counselor's manuals, audiovisual aids, and other materials are available.)

Future Farmers of America (national headquarters), U.S. Office of Education, Washington, DC 20202. (Materials on farming and agriculture are available.)

Harper and Row, Publishers, 49 E. 33rd St., New York, N.Y. *(SO YOU WANT TO BE* career books, which deal mainly with the professions, are especially useful for college-bound youth.)

Institute for Research, 537 S. Dearborn St., Chicago, ILL 60605 (The *CAREER RESEARCH MONOGRAPHS* series includes information on many kinds of occupations.)

J.B. Lippincott Co., East Washington Square, Philadelphia, PA 19106 (*INFORMAL VOCATIONAL STUDIES* deal especially with active, exciting types of work; recommended for youth in grades eight through eleven.)

The Macmillan Company, 60 Fifth Ave., New York, NY 10011 *(THE MACMILLAN CAREER BOOKS* contain much useful information.)

Julian Messner, Inc., 8 W. 40th St., New York, NY 10018 (The *MESSNER CAREER BOOKS* are designed especially for junior and senior high school students.)

Michigan Employment Security Commission, 7310 Woodward Ave., Detroit, MI 48202 (The *MICHIGAN OCCUPATIONAL GUIDE SERIES* is recommended for both students and counselors.)

National Education Association (NEA), 1201—16th St., NW, Washington, DC 20036. (An abundance of published materials available from this agency and from its affiliates; write for information on documents and materials.)

National School Public Relations Association, 1201—16th St., NW, Washington, DC 20036. (This association publishes *Education U.S.A.;* and such special reports as *Vocational Education: Innovations Revolutionize Career Training,* 1971; *High School Student Unrest,* 1969; and *Urban School Crisis,* 1970.

New York Life Insurance Co., Career Information Service, Box 51, Madison Square Station, New York, NY 10010 (This company publishes about 60 booklets on individual careers and a valuable 420-page paperback book *Career Opportunities.* These useful materials may be obtained free of charge and should be made easily accessible to students in junior high schools, senior and four-year high schools, and community colleges.)

Northwest Regional Educational Laboratory, 400 Lindsay Bldg., 710 S.W. Second Ave., Portland, OR 97204. (This agency produces multimedia, self-instructional systems on crafts and trades for high school students. It is also a source of publications on vocational education for disadvantaged and handicapped persons and other materials.)

Popular Library, Inc., 355 Lexington Ave., New York, NY 10017. *(YOUR FUTURE* paperbacks contain information on many different fields of work.)

G. P. Putnam's Sons, 200 Madison Ave., New York, NY 10016 *(PUTNAM'S CAREER GUIDES* are designed for youth in grades six through ten.)

Research Publishing Co., Inc., P.O. Box 245, Boston, MA 02101 (This company publishes *AMERICAN OCCUPATIONS MONOGRAPHS* and *AMERICAN TRADES MONOGRAPHS.)*

Rochester Institute of Technology, 65 Plymouth Ave. South, Rochester, NY 14608 (This institute publishes the *VOCATIONAL GUIDANCE SERIES.)*

Science Research Associates, 259 East Erie St., Chicago, IL 60611; or write the West Coast branch office: 165 University Ave., Rm. 201, Palo Alto, CA 24801. (SRA publishes many materials, series, and products on career preparation designed especially for student use. See parts II and V for detailed descriptions.)

Southwestern Cooperative Educational Laboratory (SWCEL), 117 Richmond Dr., N.E., Albuquerque, NM 87106. (SWCEL produces materials on employment preparation, finance, buying skills, and so on. Some materials are prepared especially for Spanish speaking persons.)

U.S. Civil Service Commission, Washington, DC 20415 (A number of booklets on occupations are available.)

U.S. Department of Labor, Bureau of Labor Statistics, Washington, DC 20212 (This agency publishes the *Occupational Outlook Handbook,* which is cited and annotated in Part II. Reprints from the handbook, and a variety of other useful materials are also available.)

U.S. Department of Labor (Manpower Administration, Veterans Employment Service, Bureau of Apprentice-

ship and Training), Federal Bldg., 805 I St., Sacramento, CA 95814 (A variety of materials are available from these agencies.)

U.S. Department of Labor, U.S. Employment Service, Washington, DC 20212 (The federal employment service agency publishes the *Dictionary of Occupational Titles* described in Part II and also provides an OCCUPATIONAL GUIDES series. It is also a source of employment aids of various kinds.)

U.S. Department of the Interior, Washington, DC 20240 (A large number and wide variety of materials and publications dealing with the National Park Service, American Indians, public land management, mineral resources, fish and wildlife, water and power, and other important federal functions and types of careers are available from this agency.)

U.S. Departments with other areas of responsibility (Washington, D.C.):
Department of Agriculture (containing the Forest Service and the Soil Conservation Service)
Department of Commerce
Department of Health, Education, and Welfare (especially the Office of Education)
Department of Transportation (containing the U.S. Coast Guard and administrations for aviation, highways, and railroads)
(Much information is available from these and other agencies of the federal government; literature and publications can be obtained easily.)

U.S. Government Printing Office, Superintendent of Documents, Washington, DC 20402. (This is a major source of valuable information on many kinds of jobs, crafts, trades, professions, and specializations. Lists and catalogs show the titles and prices of numerous documents, books, reports, brochures, and other materials. Write to the Superintendent of Documents for the specific information desired.)

U.S. National Commission for UNESCO, Department of State, Washington, DC 20520. (UNESCO is another important source of information on work-study programs abroad, overseas careers, overseas service opportunities, educational facilities abroad, special kinds of work and experiences in other countries, and the like.)

U.S. Post Office Department, Federal Bldg., 805 I Street, Sacramento, CA 95814 (This is a source of a large amount of information on certain types of federal careers and federal sources of information about vocations.)

Universal Publishing and Distributing Corp., 800 Second Ave., New York, NY 10017 (The *VOCATIONAL GUIDANCE MANUALS* series is available.)

Veterans Administration, Washington, D.C. (Career pamphlets will be furnished upon request.)

Franklin Watts, Inc., 575 Lexington Ave., New York, NY 10022. (This organization publishes *THE PROFESSIONS AND WHAT THEY DO* books, which provide much information on the professions. The books are designed for use in grades seven through ten.)

The following are general sources of information:

Business school catalogs: typing, shorthand, office practice, comtometry, accounting, key-punching, and data processing

Career pamphlets in school and public libraries

Community college catalogs: two-year terminal courses (leading to such jobs as electronics technician, engineering aide, dental hygienist, executive secretary, designer, draftsman, laboratory technician, and so forth; also two-year transfer courses leading to four-year college)

Job descriptions and information in pamphlets supplied by business and industry (See "Private industry" below.)

Libraries: school, community, college, university, state and federal facilities; also county libraries

Magazine articles on jobs and careers

Newspapers—especially large urban papers (Newspapers sometimes print a special "School and Career Guide" and feature stories and special articles on occupations and careers.)

Private industry (aeronautical, agricultural, business, commercial, electronics, graphic arts, industrial, maritime, and other occupational areas): leaflets, brochures, and other materials

Representatives from colleges, business schools, industries, and so forth; also, school "Career Days" or "Know Your Future Day," when consultants in many fields tell about work in their occupations

School counselors and other guidance personnel

Trade school catalogs: descriptions of courses through which, in a year or less, one can learn air conditioning, refrigeration, auto mechanics, skilled machinist trades, repair work, and so on

Part VII
Evaluation Guidelines

Educational laboratories, colleges and universities, and other education-related institutions and agencies are paying increasing attention to the development of evaluation techniques and guidelines for nearly all phases of education. Career education personnel are urged to make use of the ERIC System (discussed in Part V, Subsection B, under the entry, *Research in Education)* to keep abreast of current developments in the evaluation of career education and guidance.

Because this section deals with evaluation alone, annotations have been omitted. All of the following selected sources are concerned, in varying degree, with the evaluation of career education and career–oriented programs.

Analysis of State Programs in Community Centered Post High School Education. Denver, Colo.: Education Commission of the States, 1968.

An Evaluation of the North Carolina Career Exploration Program. Raleigh, N.C.: Department of Public Education, July, 1972.

Annual Report, 1969: Center for Studies in Vocational and Technical Education. Madison, Wisc.: University of Wisconsin, Industrial Relations Research Institute, 1969.

Bohn, Martin J., and Others. *The Educational and Career Exploration System: Field Trial and Evaluation.* Washington, D.C.: American Educational Research Association; and New York: Teachers College, Columbia University, 1970 (ERIC ED 038 661).

"A Brief Description of the Massachusetts–New York Evaluation Service Center." A paper developed by William G. Conroy, Jr., and Louis A. Cohen, Project Managers. Amherst, Mass.: Massachusetts–New York Evaluation Service Center for Occupational Education, 1970.

Bush, Donald O., and Others. *The World of Working and Learning.* Greeley, Colo.: Rocky Mountain Educational Laboratory, Inc., 1969.

Career Guidance: A California Model for Career Development, K–Adult. (Cited and annotated in Part IV).

Conroy, William G., Jr., and Louis A. Cohen. *A Planning Document: Massachusetts and New York Evaluation Service Center for Occupational Education.* Research Coordinating Unit. Albany, N.Y.: University of the State of New York, the State Education Department, Bureau of Occupational Education Research, May, 1970.

"The Contributions of the Bureau of Occupational Education Research Towards Establishing an Education Evaluation System." Special paper. Albany, N.Y.: University of the State of New York, the State Education Department, Bureau of Occupational Education Research, October, 1971.

Evaluation Design. Tucson, Ariz.: Educational Innovators Press, 1970.

Evaluation of a Comprehensive Planning Unit for Development of an Educational and Occupational Planning Program for Out-of-School Youth. St. Cloud, Minn.: Independent School District Number 742, 1967.

Facilitating Career Development: An Annotated Bibliography. Edited by Larry J. Bailey. Springfield, Ill.: Illinois State Board of Vocational Education and Rehabilitation (in cooperation with Southern Illinois University, Carbondale), 1970.

Finch, Curtis R., and David C. Bjorkquist. "Review and Critique of Process Measures in Occupational Education Evaluation," *Journal of Industrial Teacher Education,* VII (Summer, 1970), 37–42.

Follow-up Study to Assess Curriculum Development Institute and Evaluate Guide to Curriculum Development: Final Report. Edited by Ralph W. Matthews. Corvallis, Ore.: Oregon State University, 1969.

Hamilton, Jack A., and G. Brian Jones. *Integrating and Evaluating Career Information in a Developmental Guidance Program.* Palo Alto, Calif.: American Institutes for Research (P.O. Box 1113), 1970 (ERIC ED 039 587).

Handbook for Evaluating Instruction. Division of Career and Continuing Education. Los Angeles: Los Angeles Unified School District, 1971.

Johnson, Ronald L., and Others. *Secondary Student Status Survey, 1968-69.* Hawaii State Department of Education, Hawaii State Department of Labor and Industrial Relations, and the University of Hawaii. Honolulu: University of Hawaii, 1970.

Jones, G. Brian. *Planning and Implementing a Comprehensive Career System of Individualized Guidance.* American Personnel Association and the Santa Clara Unified School District. Palo Alto, Ca.: American Institute for Research in Behavioral Sciences. 1970.

Performance and Process Objectives. Tucson, Ariz.: Educational Innovators Press, 1970.

A Pilot Project to Develop a Program of Occupational Training for School–Alienated Youth: Final Report and Related Materials. Hartford, Conn.: Connecticut State

Project VISION (Vocational Information System Involving Occupational Needs): An Experiment with Occupational Needs Projection Techniques. Madison, Wisc.: Wisconsin State Employment Service, 1970.

Research in Education: Annual Index; also *Research in Education,* monthly issues containing educational abstracts. Education Resources Information Center (ERIC). Washington, D.C.: Office of Education, U.S. Department of Health, Education, and Welfare, 1971. (ERIC central staff address: Education Resources Information Center, U.S. Office of Education, 400 Maryland Ave., SW, Washington, DC 20202. There are also 19 ERIC clearinghouses across the country.)

Self-Appraisal and Assessment Structure. Prepared by Stanley R. Ostrom. (Copyright 1969 by the author.) San Jose, Ca.: Office of the Santa Clara County Superintendent of Schools, 1969-70 (mimeographed).

Self-Evaluation of Career Education Instruction. Minneapolis, Minn.: Minnesota Research Coordinating Unit for Vocational Education, University of Minnesota, n.d.
This document includes a self-evaluation system for use by teachers participating in career education programs. The evaluation instrument allows teachers to describe 20 different instructional activities.

Sherman, Vivian S. *Trial and Testing of an Experimental Guidance Curriculum: Final Report.* Palo Alto, Ca.: American Institute for Research in Behavioral Sciences, 1967.

Some Recent Advances and Research in Vocational Evaluation. Johnstown, Pa.: Pennsylvania Rehabilitation Center, 1967.

Super, D. E., and Others. *Floundering and Trial After High School.* Horace Mann-Lincoln Institute of School Experimentation. Career Pattern Study: Monograph IV. New York: Columbia University, Teachers College, 1967 (ERIC ED 032 646).

Veroff, Joseph, and Others. *Components of Achievement Motivation as Predictors of Potential for Economic Change.* Minneapolis, Minn.: University of Michigan, 1970.

Vocational Education–General Education Situation Study. Monmouth Campus. Eugene, Ore.: Oregon State System of Higher Education, Teaching Research Division (P.O. Box 5175, Eugene 97403), 1968.

Vocational Education: The Bridge Between Man and His Work: General Report. Washington, D.C.: Advisory Council On Vocational Education, 1968.

Part VIII
Sources of Information Related to Career Education

The eighth and final part of this document includes a list of carefully selected sources that should bring additional information and insights to career education personnel. In Part A are printed supplemental sources which are (1) writings that have a direct or indirect bearing upon career education; and (2) writings that can throw some light on the human condition, on that society in which our young people have to live and grow and make their way.

Part B includes films, filmstrips, overhead transparencies, and recordings which can be used by students in classes or while being counseled.

None of these entries have appeared before in this document. The lists are literally supplements.

All of the writings are available in some way: in bookstores, in public and college libraries, or through such search and retrieval networks as the nationwide ERIC System. The media are available from instructional materials centers, producers, or distributors.

A. Printed Materials

Abstracts of Instructional Materials in Vocational and Technical Education. Columbus, Ohio: Center for Vocational and Technical Education, Ohio State University (ERIC Clearinghouse for Vocational and Technical Education, 1900 Kenny Road, Columbus 43210), quarterly and annual indexes, 1967 to present. Quarterly publications are cited in *Research in Education* as ERIC documents: Fall, 1967, ED 013 339; Winter, 1967, ED 015 349; Spring, 1968, ED 017 746; Summer, 1968, ED 020 442; Fall, 1968, ED 022 971; Winter, 1968, ED 028 305; Spring, 1969, ED 030 770; Summer, 1969, ED 034 074; Winter, 1969, ED 037 585; Spring, 1970, ED 041 177; Summer, 1970, ED 042 931; Fall, 1970, ED 045 856; Winter, 1970, ED 049 382; Spring, 1971, ED 052 382; Summer, 1971, ED 053 336.

Abstracts of Research and Development Projects in Career Education. Washington, D.C.: U.S. Department of Health, Education, and Welfare, June, 1972.
The purpose of this document is to provide overall background information on research and development projects in career education and an abstract of activities being undertaken in each project. The document was prepared by staff members of the Program Development and Operating Branch of the Division of Vocational and Technical Education.

Abstracts of Research and Related Materials in Vocational and Technical Education. Columbus, Ohio: Center for Vocational and Technical Education, Ohio State University (ERIC Clearinghouse for Vocational and Technical Education, 1900 Kenny Road, Columbus 43210), quarterly and annual indexes, 1967 to present. Quarterly publications are cited in *Research in Education* as ERIC documents: Fall, 1967, ED 013 338; Winter, 1967, ED 015 348; Spring, 1968, ED 016 876; Summer, 1968, ED 019 526; Fall, 1968, ED 022 065; Winter, 1968, ED 027 441; Spring, 1969, ED 030 001; Summer, 1969, ED 031 587; Fall, 1969, ED 033 237; Winter, 1969, ED 036 657; Spring, 1970, ED 039 370; Summer, 1970, ED 042 060; Fall, 1970, ED 045 860; Winter, 1970, ED 049 385; Spring, 1971, ED 051 432; Summer, 1971, ED 054 381.

Alden, V. R., and J. A. Hodges. "When Classrooms Fail: The Federal Job Corps," *Teachers College Record,* LXVI (1965), 305–9.

A National Policy on Career Education. Washington, D.C.: National Advisory Council on Vocational Education, Sept., 1974.
Authors of this report, eighth in a series, delineate the differences between career education and vocational education. They recommend changes in federal policy needed for further advances in making schools relevant to student needs.

Applying the Cooperative Plan of Instruction to Manpower Programs: A Handbook for Supervisors and Coordinators. Prepared by Peter G. Haines, Betty L. Schroeder, and Janice Danford. East Lansing, Mich.: Michigan State University, 1970.

Apprentices in California Schools: Enrollment Report. Bureau of Industrial Education. Sacramento: California State Department of Education, January, 1971.

A Review of Developmental Program Goals for the Comprehensive Career Education Model. New York, N.Y.: Institute for Educational Development, August, 1973.
This is a report on two conferences. In the first, nine scholars assessed the quality of the developmental program goals as an intellectual product. In the second conference, six user groups assessed the acceptability and usefulness of the developmental program goals.

Arbuckle, Dugald S. *Pupil Personnel Services in the Modern School.* Boston: Allyn & Bacon, Inc., 1966.

Bailey, J. A. *The Relevance of Occupational Information to Career–Choice Theory and Decision Making.* Washington, D.C.: American Personnel and Guidance Association, 1969. (ERIC ED 029 345).

Baughman, Gerald D. "Education for a Continually Changing Environment," *Journal of Secondary Education,* XLIII (1968). 156–61.

Bell, T. H. "Career Education in 1974: A View From the Commissioner's Desk," 1974.
This paper was prepared for the National Conference for State Coordinators of Career Education at The Ohio State University, October, 1974.
It is an encouraging report on the progress of career education and new developments in furthering the concept throughout the nation.

Bolles, Richard N. *Career Education: Threat or Promise.* A presentation to the California Jr. College Assn., Los Angeles, California, October, 1972.
The author describes career education as an emerging concept. Although the thrust of his presentation is positive, he points out possible hazards and pitfalls to be avoided.

Bruner, Jerome S. *The Process of Education.* Cambridge, Mass.: Harvard University Press, 1960. (Available as a paperback Vintage Book from Random House, Inc., New York)

Burt, Samuel. *Industry and Community Leaders in Education.* Kalamazoo, Mich.: W.E. Upjohn Institute for Employment Research, October, 1969.

Career Education. Minnesota Department of Education (undated).
This picture booklet is designed to assist educators, school board members, and others to increase their understanding of career education by providing examples of learning activities.

"Career Education, A New Sense of Relevance," *A Year of Significance* (Annual report). Sacramento, Ca.: California State Department of Education, 1972, pp. 38, 39.
The article describes briefly the activities of the Career Education Task Force and includes a forecast of expansion of the program in subsequent years.

Career Education, An Initial Look. Austin, Texas: Texas Education Agency, 1973.
The Texas Education Agency is giving high priority to career education. This document is a report of the 1972-73 career education assessment activities. This will provide a basis for long - term development of a measurement and diagnostic system for pupil achievement.

Career Education. A position paper on Career Development and Preparation in California. Prepared by the Career Education Task Force, under the direction of Rex C. Fortune, Jr., California State Department of Education, Sacramento, 1974.
The paper is designed to provide an overview of career education in California. The need for career education is identified and a philosophy is established to accommodate that need.

Knox, Gerald M., and Edwin Kiester, Jr. "Career Education: Can It Help Your Child Cope?" *Better Homes and Gardens,* October, 1974.
The authors describe the concept of career education in modern schools as a shift "toward a more practical orientation" for students.

Career Education Digest. Published monthly by Educational Properties, Inc., Costa Mesa, California.
The digest contains topical material about career education and articles written on the subject by educators working in career education programs.

Career Education Digest. Educational Properties, Inc., Irvine, California.
The digest is published monthly in response to a need for widespread dissemination of information and materials on career education. Reports on programs in operation, on new programs, and other items that affect career education are included. ($10 per year; 12 monthly issues)

"Career Education, Fad or Major Development?" *American Vocational Journal,* March, 1972.
This entire issue is devoted to articles on career education. Contributors include Sidney P. Marland, Jr., and others prominent in the career education field. The authors of the various articles present a realistic appraisal of the concept with examples of ongoing programs.

Career Education: Implications for Minorities. Washington, D.C.: U.S. Department of Health, Education, and Welfare, June, 1973.
This is the report of the proceedings of a national conference on career education designed to provide minority leaders with information on the concept; to provide USOE with the minority viewpoint of career education; and to develop a dialogue between minority leaders, NACUE, and USOE on matters relating to education.

"Career Education, Making Instruction Relevant to Societal Needs," *A Year of Coordination* (Annual report). Sacramento, Ca.: California State Department of Education, 1973, pp. 20, 21.
This article includes a description of advances made in the program and a summary of the master plan for career education in California.

Career Investigation, Middle Schools. Austin, Tex.: Texas Education Agency, 1973.
This is one in a series of bulletins designed for educators and school administrators. It consists of sample activities in a career education program. Each sample activity relates to a career concept and a career cluster. Some activities are alternatives for achieving the objective and others are cumulative.
By using the sample activities as guides, teachers can modify or replace activities in planning their career education program.

Career Orientation, Grades 7, 8, and 9: Wyoming Occupational Resource Kit (WORK). Cheyenne, Wyo.: Wyoming State Department of Education, 1971.

The Changing American School. Sixty-fifth Yearbook of the National Society for the Study of Education. Edited by John I. Goodlad. Chicago: University of Chicago Press, 1966.

Changing Times (magazine). Washington, D.C.: The Kiplinger Service for Families (1729 H St., NY, 20006). (*Changing Times* reprints on careers are also available.)

Cleaver, Eldridge. *Soul on Ice.* New York: McGraw-Hill Book Co., 1968.

Counseling and Guidance, a Call for Change. Washington, D.C.: National Advisory Council on Vocational Education, June, 1972.
This report to the U.S. Department of Health, Education, and Welfare, sixth in a continuing series, offers recommendations for improvement of counseling and guidance services.

"Counseling Theory: Perspectives and Challenge" (theme of special issue), *Journal of Education,* CLIII (April, 1971), 3–70.

Current Index to Journals in Education. New York: CCM Information Corporation (a subsidiary of Crowell, Collier, and Macmillan, Inc., 909 Third Ave., New York, NY 10022); monthly with semiannual and annual cumulation, 1969 to present.

David, Henry. *Education and Manpower.* New York: Columbia University Press, 1960.

Davis, Allison. "Caste, Economy, and Violence," *American Journal of Sociology,* LI (July, 1945), 7–16.

Davis, Allison. *Social–Class Influences Upon Learning.* Cambridge, Mass.: Harvard University Press, 1948 (paperback).

Davis, Allison, and Robert J. Havighurst. *Father of the Man.* Boston: Houghton Mifflin Co., 1947.

Description of Vo–Ed Programs for Disadvantaged Persons in Pennsylvania. Harrisburg, Pa.: Pennsylvania Department of Education, 1970.
This document includes a review or description of major programs funded for the disadvantaged during the 1970 fiscal year. Programs range from agricultural to business education trades and industrial training.

De Pianta, Harold J. "Work Experience: The Necessary Link," *NASSP Bulletin,* LIII (September, 1969), 71–79.

Directory of Educational Information Resources. A means of identifying locations of ERIC collections. New York: CCM Information Corp. (866 Third Ave., 10022), 1970.

Drier, Harry N., Jr. *In-service Preparation Key to Career Education Delivery.* Columbus, Ohio: The Center For Vocational and Technical Education, Ohio State University, October, 1972.
This is a printed copy of a presentation at the Sixth Annual National Vocational and Technical Teacher

Education Seminar in Columbus, Ohio. The theme of the paper is that the introduction of career education in a school system will bring with it a new set of needs on the part of all staff. When needs are identified, all concerned must aid in the search for program focus and direction. This requires extensive training for all involved in career education programs.

Drost, Walter H. "ES'70s—The Educational Innovation of the 1970s?" *School and Society*, XCIX (April, 1971), 224–27.

Education for a Changing World of Work. Washington, D.C.: U.S. Department of Health, Education, and Welfare, 1963.

Educationally Deficient Adults: Their Education and Training Needs. Washington, D.C.: U.S. Office of Education, Division of Vocational and Technical Education, 1965.

Elementary Public School Teacher Guide for Career and Attitude Development, Grade Kit K–6. Instructional Services Section, Occupational Education Division. Cheyenne, Wyo.: Wyoming State Department of Education, 1970 (working paper).

Enninger, M. U. "How Should the Schools Fulfill Responsibility for Student's Transition from School to Work?" Paper prepared for the USOE. Washington, D.C.: U.S. Department of Health, Education, and Welfare, Vocational Education Task Force, 1969.

Essays on Career Education. Larry McClure and Carolyn Buan, eds. Portland, Ore.: Northwest Regional Educational Laboratory, April, 1973. For sale by U.S. Government Printing Office No. 1780-01147.
This is a collection of essays covering laying a foundation, building a framework, satisfying the consumer's needs, and redesigning the system. The foreword is by Sidney P. Marland, Jr.

Facilitating Career Development: An Annotated Bibliography. Edited by Larry J. Bailey. Springfield, Ill.: Division of Vocational and Technical Education, Illinois State Board of Vocational and Technical Education, July, 1970 (reprinted May, 1971).

Flaherty, Betty P., and Roland A. Dwinell. "The Business Practice Program, a Four-year Career Exploration Sequence," *Business Education World*, Sept.-Oct., 1973.
This is a dissertation by Brookline, Mass.; educators whose theory is that occupational education is essentially exploratory in nature. They describe a program in Brookline schools in which a combination of classroom and actual practice experiences were developed in business practices.

Fortas, Abe. *Concerning Dissent and Civil Disobedience.* New York: New American Library, 1968.

Frankl, Viktor E. *Man's Search for Meaning.* New York: Washington Square Press, Inc., 1963.

Gardner, John W. "What Kind of Society Do We Want?" *Reader's Digest*, September, 1969.

Ginzberg, Eli. "Vocational Education Is Not the Answer," *Phi Delta Kappan*, LII (February, 1971), 369–71.

Goldhammer, Keith. *Extending Career Education Beyond the Schoolhouse Walls*, Columbus, Ohio: The Ohio State University, May, 1974.
This is a graduate lecture delivered at the Center for Vocational Education, Ohio State University. The speaker described some of the characteristics of EBCE, and suggested some factors that should be considered in interfacing experience and school-based career education.

Goodlad, John I., with Renata von Stoephasius and M. Frances Klein. *The Changing School Curriculum.* New York: Fund for the Advancement of Education, 1966.

Group Procedures in Guidance: A Bibliography. Prepared by David G. Zimpfer, University of Rochester. Albany, N.Y.: New York State Personnel and Guidance Association, 1969.

Grumman, Barbara C. "Robert R. Carkhuff: Artist, Scientist, and Whole Person." *Journal of Education*, CLIII (April, 1971), 62–70.

Guide for State Vocational-Technical Education Information Dissemination Systems. Columbus, Ohio: Center for Vocational and Technical Education, Ohio State University (n.d.).

Guilford, J. P. *The Nature of Human Intelligence.* New York: McGraw-Hill Book Co., 1967.

Handbook for Community Adult School Principals. Los Angeles: Los Angeles Unified School District, 1971.

Harbage, Mary. "Human Sensitivity—and Schooling," *Educational Leadership*, XXIX (December, 1971), 229–31.

Havighurst, Robert J. "Middle School Child in Contemporary Society," *Theory into Practice*, VII (1968), 120–22.

Havighurst, Robert J., and Bernice L. Neugarten. *Society and Education* (Second edition). Boston: Allyn & Bacon, Inc., 1962.

Henry, Terry. "R.O.P.," *PSA Magazine*, March, 1973.
This article describes Pacific Southwest Airline's Regional Occupational Program and how it helps students and young adults train for airline careers. The program is conducted in San Diego.

Hoffer, Eric. *The True Believer.* New York: Harper and Row, Publishers, 1966.

Hoyt, Kenneth B. *Answering the Critics of Career Education.*
Recognizing that career education is a movement that invites criticism, the author responds to this criticism.

Hoyt, Kenneth B. *Career Education, Vocational Education and Occupational Education: An Approach to Defining Differences.* Columbus, Ohio: The Ohio State University, 1973-74.
This is one of the Distinguished Lecture Series published by the Center for Vocational and Technical Education of Ohio State. This lecturer attempts to clarify and to explain the differences in the three terms.

Hurst, James C., and Robert N. Hubbell. "Does Vociferation Equal Validity? Comprehensive Campus Opinion on Activist Issues," *NASPA Journal,* IX (April, 1971), 270–75.

Illinois Career Education Journal. Springfield, Ill.: Illinois State Board of Vocational Education, 1973.
This quarterly journal on career education contains articles written by educators and educational specialists on subjects relating to career education.

Impellitteri, J. T. *The Computer as an Aid to Instruction and Guidance in the School.* Ithaca, N.Y.: State University of New York, 1967 (ERIC ED 020 529).

Implications of Career Education for Teacher's Preparation (Proceedings of the Sixth Annual National Vocational Technical Teacher Education Seminar). Columbus, Ohio: The Ohio State University, March, 1973.
Implications of the career education concept for teacher education were presented at the seminar through formal presentations. Also included in this report are reactions from panel groups and summaries of discussion group sessions.

"Industrial Arts: A Vital Part of Every Student's Education." Sacramento: California State Department of Education, 1967 (printed statement).

Industrial Arts in a Changing Society. Washington, D.C.: American Industrial Arts Association, National Education Association, 1972.
Representative addresses and proceedings of the American Industrial Art Association's 34th Annual Convention at Dallas, Texas, in 1972 appear on pages 120–180.

Information Selected from the October Report, 1970-71. Sacramento: California State Department of Education, 1972.

Invitational Conference on Testing Problems: Proceedings (New York City, November 2, 1968). Princeton, N.J.: Educational Testing Service, 1968.

Jersild, Arthur T. *In Search of Self.* New York: Teachers College, Columbia University, 1952.

Jesser, David L. *Career Education: Alive and Well?* Washington, D.C.: Council of Chief State School Officers, 1973.
This document includes a description of activities of organizations such as the United States Office of Education, individual states, and the Council of Chief State School Officers to further the course of career education. The conclusion reached is that career education is alive and well, and it has been growing.

Johnson, Richard Gilmore. "Simulation Techniques in Career Development," *American Vocational Journal,* XLV (September, 1970), 30–32.

Journal of Career Education. Columbia, Mo.: College of Education, University of Missouri.
This quarterly journal is dedicated to the study of career education. The fall, 1974, issue deals with teacher preparation for career education. Contributors are: S. P. Marland, Jr.; Rupert N. Evans; Wayne N. Lockwood, Jr.; Norman Gysbers; Carolyn Magnuson; Earl J. Moore; Louise J. Keller; S. Theodore Wool; L. D. Hannah; and N. C. Kazanas.

Journal of Research and Development in Education. Athens, Georgia: University of Georgia, Spring, 1974.
The journal is published quarterly, with each issue devoted to a central theme. This spring issue consists of a series of articles by experts in the field of career education. The articles give a broad overview of the status of the concept and an examination of activities in some of its component parts.

Kahler, Alan A., and Others. *Instructional Approaches and Content in Vocational Education.* Papers presented at the annual meeting of the American Educational Research Association in Minneapolis, Minnesota, March 5, 1970. Washington, D.C.: American Educational Research Association, 1970.

Kaufman, Bel. *Up the Down Staircase.* Englewood Cliffs, N.J.: Prentice-Hall, Inc., 1964. (Available as a paperback from Avon Books, Hearst Corp., New York)

Kaufman, Jacob J. "Occupational Training Needs for Youth," *Journal of Human Resources,* III (Supplement, 1968), 121–40.

Keller, Louise J. *Preservice Preparation of Teachers for Career Education.* Columbus, Ohio: The Center for Vocational and Technical Education, Ohio State University, October, 1972.
This is a printed copy of a presentation at the Sixth Annual National Vocational and Technical Teacher Education Seminar, at Columbus, Ohio. Dr. Keller's address deals with trends, issues, and predictions; implications of career education for teachers' preparation; a

plan for all majors in a college of education, and career education as a part of vocational teacher preparation.

Kennedy, E. G. *Career Development Workshop.* Topeka, Kans.: Kansas State Department of Education, 1969 (ERIC ED 042 010).

Kent, Calvin A., and Jerry W. Johnson. *Indian Poverty in South Dakota.* Vermillion, S. Dak.: University of South Dakota, 1969.

Keppel, Francis. *The Necessary Revolution in American Education.* New York: Harper and Row, Publishers, 1966.

Krumboltz, J. D., and Others. *A Study to Determine How Counseling Procedures Can Be Used to Help Students Make Decisions and Plans More Effectively.* Stanford, Ca.: Stanford University, 1966 (ERIC ED 010 185).

Laramore, Darryl. "Career Education Concept Filters Down," *American Vocational Journal* September, 1972.
This article includes a discussion of how the career education concept has gained acceptance at all levels of school administration. Some information about classroom techniques and case histories is included.

Laramore, Darryl. "Counselors Make Occupational Information Packages," *Vocational Guidance Quarterly,* XIX (March, 1971), 220–24.

Lawrence, Paul F. "Identifying the Issues,"*Compact,* III (October, 1969), 4–6.

Leidy, Thomas R., and Allan R. Starry. "The American Adolescent," *Journal of the National Education Association,* LVI (October, 1967).

Levitan, Sar A., and Irving H. Siegel. *Dimensions of Manpower Policy: Programs and Research.* Baltimore, Md.: Johns Hopkins Press, 1966.

Mangum, Garth L. *Reorienting Vocational Education.* Policy Papers in Human Resources and Industrial Relations, No. 7. Washington, D.C.: Institute of Labor and Industrial Relations, University of Michigan, and Wayne State University, with the National Manpower Policy Task Force, 1968.

Marland, Sidney P. "America's Need for Career Education," *Occupational Outlook Quarterly,* Summer, 1972.
This article includes a summary of the need for career education, brief description of efforts currently made in various states, and, most important, a challenge to schools and educators who are engaged in training, placement, and career counseling.

Marland, Sidney P. "*Voices from the Real World.*" A presentation to the Annual Conference of the Council of the Colleges of Arts and Sciences, Washington, D.C.: Office of Education, U.S. Department of Health, Education, and Welfare, November, 1972.
Mr. Marland reiterates the career education theme with suggestions for the need to recognize the need for career goals early in life. He also includes suggestions for those entering the world of work who may need to consider other fields of endeavor.

Martin, Marie Y. "Advancing Career Education," *American Education,* Vol. 8, No. 7, Aug.-Sept., 1972, pp. 25–30. Published by the U.S. Department of Health, Education, and Welfare, Washington, D.C.
This article includes a discussion of career education, with descriptions of programs currently in effect in various parts of the country.

Materials on Rehabilitation. New York: Teachers College, Columbia University, 1965.

Matthews, Howard A. "Tomorrow Is Now," *American Education.* Washington, D.C.: Office of Education, U.S. Department of Health, Education, and Welfare, June, 1967.

Maximizing Human Potential: A Vocational Education Symposium. Fresno, Ca.: EDICT Regional Planning and Evaluation Center, Office of the Fresno County Superintendent of Schools, 1968.

May, Rollo. *Psychology and the Human Dilemma.* Princeton, N.J.: D. Van Nostrand Co., Inc., 1967.

McDaniels, C. "Youth: Too Young to Choose?" *Vocational Guidance Quarterly,* XVI (1968), 242–49. (Covers the age span between fourteen and eighteen years)

Merton, Thomas. *The New Man.* New York: Farrar, Straus, and Co., Inc., 1961. (Available as a Mentor-Omega paperback from the New American Library, New York.)

Microfiche Collections of Clearinghouse Documents Reported in Abstracts of Research and Related Materials in Vocational and Technical Education. Columbus, Ohio: Center for Vocational and Technical Education, Ohio State University (current edition).

Morgan, Lewis B. "At Least Talk to Each Other," *Personnel and Guidance Journal,* XLIX (January, 1971), 390–93.

Morgan, Robert L., Mollie W. Shook, and J. K. Dane. *An Anthology of 15 Career Education Programs.* Raleigh, N.C.: North Carolina State University at Raleigh, 1973.
The editors have compiled descriptions of career education programs being conducted in communities that offer diversified characteristics. They are rural, urban, and suburban; they are distributed geographically and demographically among the 50 states; they represent student and community populations of black, white, and

Mexican-American. Most importantly, they all welcome visitations—on a planned schedule.

Moullette, John B. *Career Education and Challenge for Vocational Education.* Columbus, Ohio: The Center for Vocational and Technical Education, The Ohio State University, May, 1972.
The author describes career education with a rationale statement and defines the growing role of the concept in modern education.

Murphy, Mary Kay. "Getting a Jump in Career Choices," *American Education,* Vol. 9, No. 5, June, 1973, 18–23. Washington, D.C.: U.S. Department of Health, Education, and Welfare.
In Cobb County, Georgia, children in first grade start to think about jobs and what they want to do with their hands and minds and lives.

Myrdal, Gunnar. *An America Dilemma* (Revised edition). In two volumes. New York: Harper and Row, Publishers, 1962.

National Advisory Council on Vocational Education: Vocational Education Amendments of 1968, Public Law 90-576—Annual Reports. Washington, D.C.: Office of Education, U.S. Department of Health, Education, and Welfare (first report published July 15, 1969).

Nash, Robert J., and Russell M. Agne. "Career Education—The Final Impoverishment of Learning?" *Peabody Journal of Education,* April, 1973, 245–254.
Authors take a long, hard, critical look at current career education programs and express the hope that the concept will not undermine basic education.

Occupational Education: Changing Contexts. Report No. 1. Denver, Colo.: Education Commission of the States, 1967.

Occupational Research: Selected Bibliography of Iowa Research in Vocational-Technical Education and Related Areas. Basic Document and Supplements, 1960 through 1969. Compiled by the Research Coordinating Unit (RCU), Vocational Education Branch, Department of Public Instruction. Des Moines, Iowa: Iowa State Department of Public Instruction.

Olson, LeVene A. *Career Exploration.* Huntington, W.Va.: Marshall University, Department of Vocational-Technical Education, 1972.
The author describes instructional materials, evaluative results, and innovative programs in use in various parts of the U.S.

Parker, Franklin. "Salvaging School Failures: The Job Corps Acts,' *Phi Delta Kappan,* XLIX (1968), 362–69.

Parker, Polly. "Career Education, Same Old Song or Whole New Scene?" *California School Boards,* Sacramento, Ca.: July-Aug., 1972, p. 6.
This article on the philosophy of career education concepts includes descriptions of the work of the California Career Education Task Force and programs underway in California.

Parker, Polly. "New Developments in Career Education," *California School Boards,* Sacramento, Ca., May, 1973, p. 13.
This article includes an overview of projects at 10 California sites which have produced creative changes.

Parnell, Dale. *The Images and Realities of Career Education.* Salem, Oregon: Oregon State Board of Education, June, 1973.
Mr. Parnell, Oregon Superintendent of Public Instruction, makes a strong case for career education in this paper. He defines career education as that delivery system that helps students develop the competencies needed to function in the real-life role of producer or wage earner.

Position Papers on Career Education. Presented at National Conference on Career Education: Implications for Minorities, Feb., 1973, sponsored by Council of Chief State School Officers, National Advisory Council on Vocational Education, State Higher Education Executive Officers, U.S. Office of Education.
This is a series of position papers relative to career education, its future in the educational systems of the nation, and its underlying implications for minorities.

Powell, Phillip E. *Implementing the Manpower and Economic Education Program.* Arkade'phia, Ark.: M. H. Russell Center for Economics Education, Henderson State College, 1970. (Copies are free.)

Price, Charlton R., Adele M. Scheele, and D. Sam Scheele. *Growing Up Aware.* Los Angeles, Ca.: Los Angeles Unified School District, June, 1973.
Subtitled Initiatives for Employers in Supplying Comprehensive Career Education, this book includes an unusual approach to indicating social and technological changes that require a fresh approach to schooling. The authors suggest how to design comprehensive career education by doing some parts while planning and testing other parts as a collaborative process in which everyone involved becomes an advocate of comprehensive career education.

Proceedings of the Conferences on Career Education. Princeton, N.J.: Educational Testing Service, May, 1972,
This report is a compilation of presentations made at the Educational Testing Service career education conferences in Beverly Hills, California, and Washington, D.C. Views of more than a dozen community leaders in universities, labor organizations, and government are included.

Proceedings of National Conference on Post-Secondary Career Education. Columbus, Ohio: The Ohio State University, January, 1973.
This conference brought together state directors of community colleges and adult and vocational education. Formal presentations at the conference comprise this publication.

Public Education in California in 1971: The Annual Report of the California State Department of Education. Sacramento: California State Department of Education, 1972.

Puckett, Terry J., and Others. *State Advisory Councils for Vocational Education: A Brief Study of Their Organizational Structure and Evaluation Plans.* Columbus, Ohio: Ohio State University (1885 Neil Ave., 43210), 1970.

Reference List of Materials for English as a Second Language. Los Angeles: Los Angeles Unified School District, 1972.

Reich, Charles A. *The Greening of America.* New York: Random House, Inc., 1970. (Available in paperback from Bantam Books, Inc., 1971, New York.)

Research in Education. Washington, D.C.: U.S. Department of Health, Education, and Welfare/Office of Education, National Center for Educational Communication. (Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.) November, 1966, to December, 1967, and monthly commencing January, 1968, to present with semiannual and annual indexes. (For further information, see the detailed annotation under this title in Part V-B.)

Roderick, John. "Welcome Back to America" (Associated Press special article), *Sacramento Union,* February 4, 1972, pp. A-1 and A-8.

Rogers, John. "Where Job Training Starts in Kindergarten," *Sacramento Bee,* March 26, 1972.

Ruttenberg, Stanley H. "Manpower Training–the Seeds of a Dilemma," *Manpower,* January, 1969.

Salaries and Salary Schedules for Administrators and Special Services Certificated Personnel, 1970-71. Research Bulletin, No. 256. Burlingame, Ca.: California Teachers Association, 1971.

Schutz, William C. *Joy: Expanding Human Awareness.* New York: Grove Press, Inc., 1967.

Skinner, B. F. *Beyond Freedom and Dignity.* New York: Alfred A. Knopf, 1971.

Smith, Brandon B. *Selected Bibliography: Identifying, Measuring, and Utilizing Societal Information for Vocational-Technical Education Curriculum Development.* Madison, Wisc.: University of Wisconsin, 1968.

Stanley, Harry M. *A Study of the Phoenix Union High School for the Citizens' Advisory Committee.* Tempe, Ariz.: General Learning Corp., 1970.

Taba, Hilda. *Curriculum Development: Theory and Practice.* New York: Harcourt, Brace & World, Inc., 1962.

Tapman, Muriel Shay. *Career Education Concept.* Washington, D.C.: U.S. Office of Education, April, 1972. (Annotated in Section V)

Technology in Education. Washington, D.C.: National School Public Relations Association, 1967.

Teilhard de Chardin, Pierre. *The Future of Man.* Translated from the French by Norman Denny. New York: Harper and Row, Publishers, 1964. (Available in paperback as a Harper Torchbook, 1969.)

"The Crisis of Career Education," *EPIC,* Summer, 1972. New York, N.Y.: National Urban League Education Division.
Career education and its potential threat to the educational options of America's black and urban poor is the central issue of the document. EPIC has examined the portent of a trend in public education that they say could easily become a tool of the reactionary and prejudicial forces at work in the nation.

Theodores, James L., and Others. *Crisis in Planning: An Analysis of Some Factors That Influence the Kinds of Schools We Have, How They Got That Way, and What We Must Do About Changing Them.* Columbus, Ohio: Council of Educational Facility Planners, 1968.

Thrust, an Articulated Career Education Project. Henry D. Weiss, Editor. Burlingame, Ca.: Association of California School Administrators, January, 1973.
This publication, issued six times each year, is aimed at furthering goals of education in general. The January, 1973, issue is devoted to various aspects of career education.

Toffler, Alvin. *Future Shock.* New York: Random House, Inc., 1970. (Available in paperback from Bantam Books, Inc., 1971, New York.)

Update. Tallahassee, Fla.: Florida State University.
This monthly magazine is published by the Career Education Center, Florida State University, under a special grant from the State Department of Education. It is a slick, well-designed magazine concerned solely with career education. The publication includes ideas and philosophies from educators and educational specialists, who are encouraged to submit manuscripts dealing with pertinent educational innovations.

Venn, Grant. *Education and Work: Post-Secondary Vocational and Technical Education.* Washington, D.C.: American Council on Education, 1964. (Venn's 1970 book, *Man, Education, and Manpower,* is cited in parts I, II, III, and VI.)

Vetter, Louise. "Planning Ahead for the World of Work," *American Vocational Journal,* XLV (December, 1970), 28–30.

Weaver, David H. "Implementing Career Education Concepts in the Accounting Program," *Business Education World,* January-February, 1974.
This article includes a discussion of the career education concept as it is applied to accounting as a career, in the varied phases of that career. Theory is that the accounting program should provide students with more than the specific competencies required for success. When the course includes career education concepts, students are less likely to wonder why they are enrolled in it.

What is Career Education? Occasional papers #20. Washington, D.C.: Council for Basic Education, February, 1973.
Sidney P. Marland and James D. Koerner, a program officer of the Alfred P. Sloan Foundation, met with the board of directors and staff of CBE to talk about career education. The conversations were recorded and published in this volume. Dr. Marland expounds, familiarly, on career education, and Dr. Koerner offers challenges to the concept in a pentrating though objective–and somewhat skeptical–view to the career education concept. The document includes some disturbing comments relating to the realities of the concept.

Whitehead, Charles O. "Bridging a Gap in Career Education," *American Vocational Journal,* Washington, D.C., September, 1972.
"Gap" referred to in the title relates to the desire of the student, the span of achievement, and the quality demanded of a product. The author discusses how some schools are reacting to this problem.

Whyte, William H., Jr. *The Organization Man.* New York: Simon and Schuster, 1956. (Currently available in paperback from most bookstores.)

"The 'World of Work' and Economic Education," *School Services Curriculum Newsletter,* March, 1970.

Wrenn, C. Gilbert. *The Counselor in a Changing World.* Washington, D.C.: American Personnel and Guidance Association, 1962.

Zytowski, Donald G. *Vocational Behavior: Readings in Theory and Research.* New York: Holt, Rinehart, & Winston, Inc., 1968.

B. Audiovisual and Other Instructional Aids

Included in this subsection is information about some basic resource documents that have been entered into the ERIC Documentation Reproduction Service (VIII B-1); a listing (VIII B-2) of films about career education, a listing (VIII B-3) of career-oriented films, film strips, records, and tape recordings.

Additional bibliographical information is appended in sections VIII B-4a and b. This material was received too late for inclusion in the basic document, but it is considered to have value for practitioners in the field of career education.

Basic Resource Documents on Career Education

During the past few years, a wealth of literature has emerged on the topic of career education. This literature includes conceptual papers, books, journal articles, teaching guides, sample instructional materials, abstracts of newly initiated pilot and demonstration projects, progress reports of ongoing projects, evaluation reports, research studies, and so forth.

Several basic resource documents have been prepared in an attempt to bring various segments of this growing body of literature under bibliographic control. A number of these basic resource documents have been entered into the ERIC system and are now available from the ERIC Document Reproduction Service.

In many states, free access to ERIC collections is available through the state department of education and/or university libraries. In such states, an individual needs only to cite the "ED" number of the document desired and it can be retrieved from the ERIC collection maintained by the state or university.

Individuals who do not have ready access to a state-maintained ERIC collection may place direct orders for ERIC documents from the national ERIC Document Reproduction Service. A microfiche reproduction of an ERIC document costs 75 cents (plus postage). A full-size hard-copy reproduction of the document costs $4.20 per 100 pages (plus postage). An order should specify the "ED" number of the document desired, should state whether a microfiche or a hard-copy reproduction

is wanted, and should include a check, money order, or official purchase order. Orders should be addressed to:

ERIC Document Reproduction Service
P.O. Box 190
Arlington, VA 22210

The following basic resource documents on career education are now available in the ERIC system:

Bailey, Larry J. *Facilitating Career Development: An Annotated Bibliography, I.* Springfield, Ill.: Illinois State Board of Vocational Education and Rehabilitation, July, 1970 (ED 042 217).

Bailey, Larry J. *Facilitating Career Development: An Annotated Bibliography, II.* Carbondale, Ill.: Southern Illinois University; February, 1974 (ED 092 674).

Begle, Elsie P. *Career Education: An Annotated Bibliography for Teachers and Curriculum Developers.* Palo Alto, Ca.: American Institutes for Research, January, 1973 (ED 073 297).

Herr, Edwin L. *Review and Synthesis of Foundations for Career Education.* Columbus, Ohio: Ohio State University, March, 1972 (ED 059 402).

High, Sidney C., and Linda Hall. *Bibliography on Career Education.* Washington, D.C.: U.S. Office of Education, May, 1973 (ED 079 554).

High, Sidney C., Nancy Rhett, and Others. *Abstracts of Research and Development Projects in Career Education Supported Under Part C of the Vocational Education Amendments of 1968.* Washington, D.C.: U.S. Office of Education, June, 1972 (ED 063 520).

High, Sidney C., Joyce Cook, and Others. *Abstracts of Exemplary Projects Supported Under Part D of the Vocational Education Amendments of 1968.* Washington, D.C.: U.S. Office of Education, November, 1971 (ED 060 189).

Indiana Career Resource Center. *Resources for Career Development.* South Bend, Ind.: Indiana University, 1972 (ED 075 637).

Lakeshore Technical Institute. *K-14 Career Education Multi-Media Catalogue.* Sheboygan, Wisc.: Sheboygan Public Schools, 1972 (ED 075 639).

Moore, Allen B. *Abstracts of Instructional Materials for Career Education.* Columbus, Ohio: Ohio State University, 1972 (ED 068 627).

Moore, Allen B. *Abstracts of Instructional Materials for Career Education (Supplement).* Columbus, Ohio: Ohio State University, 1973 (ED 075 576).

Peat, Marwick, Mitchell and Co. *Instructional Materials for Career Education: A Search and Assessment for the Office of Education.* February, 1974 (ED 090 441).

Peterson, Marla. *Enrichment of Teacher and Counselor Competencies in Career Education, K-6: An Annotated Bibliography.* Charleston, Ill.: Eastern Illinois University, October, 1972 (ED 073 287).

Reynolds, William E. *A National Annotated Bibliography of Curriculum Materials in Vocational and Career Education.* Springfield, Ill.: Illinois State Board of Vocational Education and Rehabilitation, 1974 (ED 090 442).

Films, Filmstrips, Kits, and Games for Career Education

The films listed in this section deal with overall concepts of career education. They represent films which can be shown to parents, to business and labor groups, and to civic organizations to help them develop a basic understanding of the nature of career education.

Excluded from this listing are films intended primarily for student viewing and dealing with specific occupational information, awareness of career areas, work concepts and attitudes, and so forth.

Users of this bibliography are invited to recommend other films which should be added to the list. For each film recommended, please provide the title, the viewing time in minutes, and information as to whether it is 16mm, sound, color or black-and-white; plus the name, mailing address, and phone number of an individual who could be contacted for further information.

Please send recommendations for additions to this listing to Sid High, Office of Career Education, Room 3100, R.O.B. Building, U.S. Office of Education, Washington, D C 20202.

Pennsylvania Career Education Film, *The Sum of All Parts*
28 minutes, 16mm, color, sound
For information contact:

Nile Coon
Chief, Division of Educational Media
Pennsylvania Department of Education
P.O. Box 911
Harrisburg, PA 17126

New York Career Education Film, *SPICE: A Process in Career Education*

18 minutes, 16mm, color, sound
For information contact:

Irwin A. Kahn
State Project to Implement Career Education (SPICE)
236 West 26th Street
New York, NY 10001
Phone: 212-239-7600

Georgia Career Education Film
30 minutes, 16mm., color, sound
For information contact:

Paul Scott
Research Coordinating Unit
State Department of Education
302 State Office Building
Atlanta, Ga.
Phone: 404-656-2429

New Jersey Career Education Film *Choice Not Chance*
25 minutes, 16mm, color, sound
For information contact:

Robert J. Phillips
501 Lincoln Highway
Iselin, NJ 08830
Phone: 201-283-2820

Ohio State University Career Education Film from the Center for Vocational and Technical Education *I Want to Be. . .*
13 minutes, 16mm, color, sound
For information contact:

George Barber
Ohio State University, Department of Photography and Cinema
156 West 19th Avenue
Columbus, OH 43210
Phone: 614-422-5966

Price: Rent for 3 days: $8
Purchase: $150
Postage $1.32

Texas Career Education Film
30 minutes, 16mm, color, sound
For information contact:

Ray Barber
Director, DORD
Texas Education Agency
201 East 11th Street
Austin, TX 78701
Phone: 512-475-4641

USOE Career Education Films made by Olympus Research Co.
For information contact:

The National Audiovisual Center
Ordering Section
Washington, D C 20409

1. *Career Education*
27 minutes, 16mm, color, sound
Purchase price: $85.75 (including reel, can, and shipment by parcel post)
Rental fee: $12.50 (The rental fee can be applied to the purchase price.)

2. *Career Education: Steps to Implementation*
159 color 2 x 2 slides, and audio tape reel
Purchase price: $25.

3. *Career Education: Steps to Implementation*
Filmstrip tape combination with a 159 frame 35 mm filmstrip, color, tape reel.

Price: $10.

The citations included in this section were adapted from indexes prepared by the National Information Center for Educational Media (NICEM) at the University of Southern California in Los Angeles:

a. 35mm Educational Filmstrips
b. 16mm Educational Filmstrips
c. 8mm Motion Picture Cartridges
d. Educational Overhead Transparencies
e. Educational Records
f. Educational Audio Tapes

Letters following citations indicate grade level: K - preschool to kindergarten; P - primary; I - intermediate; J - junior high; H - high school; T - teacher education; A - adult education; and IND - industrial.

Filmstrips

Choosing a Career J-H: 51 frames
Family Films, Inc., 1971; a sound filmstrip
This film features older teens as they talk about important factors in considering a career, changing career plans after decisions have been made, and discovering what their "thing" is. They also discuss the importance of financial success. From the *LIFE ISSUES OF OLDER TEENS series.*

VOCATIONS-MEDICAL CAREER SERIES
Applied Learning Systems, Inc., 1971.
A sound filmstrip series.

Set 1 - *Nurses* HA
This film covers the basic points about careers in ten areas of nursing, most of which do not require degrees beyond high school or college. The areas covered include public health, psychiatric, vocational, hospital, and doctor's office positions.

Set 2 - *Technicians* HA
This set covers the basic opportunities in health careers as technicians, such as medical records, operating room, laboratory, and psychiatric technician.

Set 3 - *Aides* HA
Set 3 covers the basic opportunities in health careers as aides, such as medical transcriber, dental assistant, clerks, and food service worker.

Set 4 - *Administrators* HA
This film covers the basic opportunities in health careers as administrators, such as hospital, personnel, medical record librarian, and medical photographer.

Set 5 - *Therapists* HA
This film covers the basic opportunities in health careers as therapists, such as physical, speech, radiation, and occupational therapy.

16mm Films

Cafeteria Service 9 min.
National Educational Media, Inc., 1971.
The basic job responsibilities of food servers in cafeterias are demonstrated in this film. The film is from the *PROFESSIONAL FOOD PREPARATION AND SERVICE PROGRAM* series.

Career Education
This motion picture was produced by the Olympus Research Corporation, Salt Lake City, Utah, for the U.S. Office of Education. Washington, D.C.: Office of Education, U.S. Department of Health, Education, and Welfare, 1972.

Exciting Careers in Engineering H: 14 Min.
Walter J. Klein Co., Ltd., 1970.
This film acquaints the inquiring student with career opportunities in various fields of engineering.

It's Your Future J-H: 13 Min.
California State Department of Industrial Relations, 1970.
This film tells the story of apprenticeship and how to earn while learning. It outlines various trades and encourages attention to certain studies such as mathematics and English.

Newspaper - Behind the Scenes I-J: 15 Min.
Charles Cahill and Assoc., Inc., 1970.
Major factors in producing a modern newspaper, including printing, graphics, and presses are discussed. The film should help to provide insight into the many jobs available in newspaper publishing.

8mm Films

CAREERS IN THE SEVENTIES SERIES
Doubleday Multimedia, 1970.
All cartridges in this series are S8mm, b and w, silent.

Careers - Agri-Business J-H: 12 Min.
Students will get a general idea of the future of careers in the field of agri-business.

Careers - Clerical J-H: 9 Min.
Students will get a general idea of the type of future careers available in the clerical field.

Careers - Communication J-H: 12 Min.
Students will get a general idea of the future of careers in the communications field.

Careers - Construction J-H: 9 Min.
Students will get a general idea of the future of careers in the field of construction.

Careers - Education J-H: 12 Min.
Students will get a general idea of the future of careers in the field of education.

Careers - Government Service J-H: 9 Min.
Students will get a general idea of the future of careers in the field of governmental services.

Careers - Health Services J-H: 11 Min.
Students will get a general idea of the type of future careers available in the health services field.

Careers - Leisure Industries J-H: 9 Min.
Students will get a general idea of career opportunities in the leisure services.

Careers - Making a Choice J-H
Students will get a general idea of the various careers available.

Careers - Sales J-H: 11 Min.
Students will get a general idea of future careers in sales.

JOB OPPORTUNITIES J-H
Encyclopedia Britannica, 1970. An 8mm cartridge silent film series, each is 4 minutes.
This film series presents an on-the-job review of voca-

tions to acquaint the student with the diversity of jobs within each trade and emphasizes the need for a high school education in qualifying for each trade.
Air Conditioning and Refrigeration Mechanics
Airplane Mechanics
All-round Machinists
Appliance Servicemen
Assembly Occupations - Electronics
Automobile Mechanics
Automotive Body Repairmen
Bricklayers
Carpenters
Cement Masons
Cooks and Chefs
Cosmotologists
Customer Service Occupations
Dental Assistants
Dental Hygienists
Dental Laboratory Technicians
Dispensing Opticians and Optical Laboratory Technicians
Electricians
Firefighters
Forestry Aides
Gasoline Service Station Attendants
Glaziers
Licensed Practical Nurses
Linemen and Cable Splicers
Local Transit Bus Driver
Local Truckdrivers
Machining Occupations - Electronics
Mail Carriers
Medical Technologists
Operating Engineers
Over the Road Truckdrivers
Painters and Paperhangers
Photographers
Plumbers and Pipefitters
Policemen and Policewomen
Postal Clerks
Registered Professional Nurses
Retail Salesmen and Saleswomen
Routemen
Sheet Metal Workers
Stewardesses
Surveyors
Telephone and PBX Installers
Telephone Craftsmen
Television and Radio Service Technicians
Transmission and Distribution Occupations
Truck and Bus Mechanics
Vending Machine Mechanics
Waiters and Waitresses
Welders Oxygen and Arc Cutters

Educational Overhead Transparencies

Elementary Guide for Career Development: Grades 1–6
Prepared by Lee Laws, Guidance Coordinator, Education Service Center. Austin, Tex.: Education Service Center, Region XIII (6504 Tracor Lane), 1970. ("Career Transparencies" for this book and also a discussion guide for the transparencies are available from the center.)

SUCCEEDING AT WORK SERIES
United Transparencies, Inc.

Following Rules HA
8 x 10 prepared transparencies
This series provides guidance to people who will be holding jobs for the first time. It illustrates how to follow rules at work.
Doing Your Work "Later"
Giving Notice
Goofing Off
Keeping Equipment Clean
Litter Bugs
Lunch Hour Time
Review - Following Rules, No. 1
Review - Following Rules, No. 2
Rules for Dress
Sick Leave Rules
Smoking Rules
Vacation Rules
Watching for Signs
Working Hours
Working Overtime

Good Manners at Work HA
8 x 10 prepared transparencies
This series provides guidance to people who will be holding jobs for the first time. It illustrates good manners at work.
Being Polite and Trustworthy
Bus Manners
Consideration for Others - Good Manners at Work
Dealing with the Boss
Distractions
Driving Manners
Equipment and Supplies
Errands and Meetings
Party Manners
Pride in Appearance
Review Page - Good Manners Away from the Job
Review Page - Good Manners on the Job
Table Manners
Telephone Manners
Vacation Manners

Keeping Healthy at Work HA
8 x 10 prepared transparencies
This series provides guidance to people who will be holding jobs for the first time and shows how to keep healthy at work.
Attitudes and Emotions
Cleanliness
Clothing

Exercise
Following Directions
Health Habits
Health Hazards
Interests and Hobbies
Medical Check-Ups
Medication
Nutrition
Posture
Rest and Sleep
Review Page - Keeping Healthy Away from the Job
Review Page - Keeping Healthy While at Work

Keeping Safe at Work HA
8 x 10 prepared transparencies
This series provides guidance to people who will be holding jobs for the first time and illustrates safety measures while at work.
Accidents
Carelessness
Controlling Emotions for Safety
Dressing for Safety
Explosives
First Aid
Health Practices for Safety
Keeping Informed
Review Page - Safety Away from the Job
Review Page - Safety on the Job
Safe Surroundings
Safety After Working Hours
Safety for Others
Safety Precautions
Safety Rules for Driving

Learning More About Your Job HA
8 x 10 prepared transparencies
This series provides guidance to people who will be holding jobs for the first time and shows how to learn more about the job.
Accept Extra Duties
Ask for Information
Attend Meetings
Experiment
Learn Consideration for Customers
Learn Good Manners
Learn How to Find Answers
Learn Safety Practices
Observe
Practice Good Ethics
Review Page - Basic Things
Review Page - Extras
Study
Teach Others
Think and Suggest

Making Friends at Work HA
8 x 10 prepared transparencies
This series provides guidance to people who will be holding jobs for the first time and illustrates how to make friends at work.
Being Friendly Away from the Job
Consideration for Others - Making Friends at Work
Dependability
Friendliness to Maids, Janitors
Friendliness to New Employees
Friendliness Toward the Boss
Getting Acquainted
Helping and Asking for Help
Kindness and Honesty
Neatness and Cleanliness
Politeness
Review - Making Friends at Work, No. 1
Review - Making Friends at Work, No. 2
Sharing
Voice and Speech

Educational Records

Helping Is a Good Thing, Pt. 1 K-P: 2 Sides
Society for Visual Education, Inc. A 33-1/3 RPM 12-inch record
This record supplies little listeners with information necessary in understanding themselves and their roles as family members, students, and friends. It includes simple singing story-lessons that cover a broad spectrum of topics ranging from citizenship to hygiene and guidance. From *THE CHILD AND HIS WORLD* series.
Sanitation Man
Fireman
Teacher
Bus Driver
Nurse
Doctor
Policeman
Librarian

Helping is a Good Thing, Pt. 2 K-P: 2 Sides
Society for Visual Education, Inc. A 33-1/3 RPM 12-inch record
This record supplies little listeners with information necessary in understanding themselves and their roles as family members, students, and friends. It includes simple singing story-lessons that cover a broad spectrum of topics ranging from citizenship to hygiene and guidance. From *THE CHILD AND HIS WORLD* series.
I Help at Home
I Help at School
I Help a Friend
I Help the City
I Help a New Child
I Help Animals
I Help a Neighbor
I Help Myself

Introducing the World of Work, Pt. 2 J-H: 1 Side
H. Wilson Corp. A 33-1/3 RPM 12-inch record
This record presents an approach to studying occupations.

H. Wilson Corp. A 33-1/3 RPM 12-inch record
This record presents an approach to studying occupations. From the *EXPLORING THE WORLD OF WORK* series.

Just a Secretary J-H: 2 Sides
Learning Arts. A 33-1/3 RPM 12-inch record
This record presents the many varied roles of a secretary as she functions as not only a typist and stenographer, but also as a diplomat, economist, English professor, psychologist, communications expert, protector, official hostess, and many more.

Just a Teller J-H: 2 Sides
Learning Arts. A 33-1/3 RPM 12-inch record
This record introduces high school students to the variety-field job as a bank teller, the job that requires one to be a diplomat, psychologist, accountant, financial advisor, and one-man-band.

Persuasive Interest Occupations J-H: 1 Side
H. Wilson Corp. A 33-1/3 RPM 12-inch record
This record explains how the fields of sales, advertising, and reporting could satisfy an interest in this area. From the *EXPLORING THE WORLD OF WORK* series.

Educational Audio Tapes

CAREERS J-H
Tapes Unlimited (Division of Education Unlimited Corp.) 1-7/8 IPS audio tape cassettes
This series presents a study of 12 major industries, giving the student a broader outlook before committing himself to a course of study.
Construction
Distribution
Education
Graphic Arts
Health Services
Hotels, Motels, Restaurants
Industry
Law
Mass Communication
Security and Protection
Selling
Transportation

EXPLORING THE WORLD OF WORK J-H
H. Wilson Corp. 1-7/8 IPS audio tape cassettes
The interest areas of the Kuder Vocational Preference Record are used to focus on the different kinds of career opportunities open to young people.
Artistic Interest Occupations
Clerical Interest Occupations
Computational Interest Occupations
Introducing the World of Work, Pt. 1
Introducing the World of Work, Pt. 2
Literary and Musical Interest Occupations
Mechanical Interest Occupations
Outdoor Interest Occupations
Persuasive Interest Occupations
Scientific Interest Occupations
Social Service Interest Occupations
Women in the World of Work

INTERVIEW H
Imperial Productions, Inc. (Educational Div.) 1-7/8 IPS audio tape cassettes
This series presents actual on-the-job interviews for students seeking vocational guidance. It gives an account of the occupations in which they are interested.
Accountant
Advertising
Appliance Serviceman
Architect
Assembler
Auto Mechanic
Biologist
Carpenter
Chemist
Commercial Artist
Commercial Photographer
Cosmotologist
Counselor
Dental Hygienist
Dental Technician
Draftsman
Electrician
Electronic Technician
Elementary Teacher
Grocery Store Clerk
Heavy Machine Operator
Insurance Broker
Laundry Routeman
Lawyer
Librarian
Local Truck Driver
Machinist
Medical Technician
Medical X-Ray Technician
Musician
Nurse, Practical
Nurse, Registered
Physician
Pilot, Copilot
Plumber-Pipefitter
Policeman
Printer
Programmer
Public Relations
Real Estate Broker
Retail Saleswoman
Secondary Teacher
Secretary
Social Worker
Stationary Engineer

Stewardess, Airline
Switchboard Operator
Technical Writer
Tool and Die Maker
TV and Radio Serviceman

MAKING GOOD H: 11-15 Min. each
Indiana University, 1961. 3-3/4 IPS 1- track audio tapes
This series presents young people with problems they will face in the future—vocations they will enter and the families they will establish.
About That High School Record
About Your Home Life
Activities - Are They Worth It?
Are You Worth It?
Can You Land the Job?
Can You Say It?
Do You Have What It Takes?
Getting Along with Others
Getting Ready for Your Job
Growing into Maturity
Home Sweet Home
How About a Date?
How Do I Look?
How Do You Measure Up?
Interests Pay Dividends
Introduction to You, An
Let's Face It
Let's Look at Jobs
Let's Look at the Records
Message to the Stag Line, A
More About Choosing Your Job
Oh Those Academic Walls
Open and Closed Doors
Particulars on Extra Curricular
Personality's the Thing
Reaching for Maturity
So What is Maturity?
Something to Interest Everybody
Success - It's Up to You
Teachers are People Too
Test Me on This One
Time on Your Hands
Truth About Yourself, The
What Can You Do?
What Do You Know?
What is Normal Behavior?
What is Normal Growth?
What's on Your Mind?
Working to Learn
Working to Learn and Learning to Work
You Take It from Here
You're on Your Own
Your Health and Your Personality
Yourself and Your Job

WORLD OF WORK H: 15 Min. each
Indiana University. 3-3/4 IPS 1- track audio tapes
This series explains the main factors involved in choosing an occupation.
Choosing Your Occupation
Getting a Job
How You Can Study Occupations
Interests, Aptitudes and Skills
It's a Big World
It's a Changing World
Knowing Yourself
Military Service
Occupations in Your Community
Personality and Occupations
Preparing for Your Occupation
Preparing Through Experience

Games and Kits

Career Information Kit H
Chicago: Science Research Associates, Inc., 259 Erie Street, IL 60611. Western Office: 165 University Ave., Room 201, Palo Alto, CA 94301. 1971.
This kit contains 600 pieces of occupational literature for grades 9—14.

Focus of Self Development Kit, Stage 1 - Awareness K-P
Chicago: Science Research Associates, Inc., 259 Erie Street, IL 60611. Western Office: 165 University Ave., Room 201, Palo Alto, CA 94301. 1970.
This kit contains five 36-frame filmstrips with four 10" 33-1/3 RPM story records, twenty 17 x 22" photographs, easel, and pupil activity book titled "Here I Am."

Focus of Self-Development Kit, Stage 2 - Responding P
Chicago: Science Research Associates, Inc., 259 Erie Street, IL 60611. Western Office: 165 University Ave., Room 201, Palo Alto, CA 94301. 1971.
Designed for grades 2—4, this kit contains six 36-frame full color filmstrips with four 12" 33-1/3 RPM story records, twenty 17 x 22" photographs, easel, and pupil activity booklet titled "The Me I Know."

Job Experience Kit J-H
Chicago: Science Research Associates, Inc., 259 Erie Street, IL 60611. Western Office: 165 University Ave., Room 201, Palo Alto, CA 94301. 1970.
Designed for grades 8—12, this kit contains answer pads and comprehensive users guide in each kit for 20 occupations.

Life Career Game J-H
New York: Western Publishing Company, Inc., 1967.
Designed for junior high and senior high school levels, this game contains teacher manual, pictures to illustrate each of the eight-page profiles. Provides opportunity for student to try out the career decision-making process regarding choice of leisure, working/helping, or studying, by identifying with a ficticious person.

Occupational Exploration Kit H

Chicago: Science Research Associates, Inc., 259 Erie Street, IL 60611. Western Office: 165 University Ave., Room 201, Palo Alto, CA 94301. 1971.

Designed for grades 9–12, this kit contains Occusan coding device, occupational briefs, job family booklets, guidance series booklets, and 25 student record books.

Widening Occupational Roles Kit I-J

Chicago: Science Research Associates, Inc., 259 Erie Street, IL 60611. Western Office: 165 University Ave., Room 201, Palo Alto, CA 94301. 1967.

For grades 6–9, this kit contains 400 junior occupational briefs, five guide booklets, 35 student record books, and five color filmstrips.

The World of Construction, an Industrial Arts Curriculum Project Kit H

Bloomington, Illinois: McKnight and McKnight Publishing Co., 1970.

This kit consists of a 554-page textbook, a 306-page teacher guide, and a 358-page laboratory manual. The publishers are under contract with Ohio State University Research Foundation. Various tools, equipment, and materials are available from the publishing company in conjunction with these kits.

The World of Manufacturing, an Industrial Arts Curriculum Project Kit H

Bloomington, Illinois: McKnight and McKnight Publishing Co., 1971.

This kit consists of a 524-page textbook, a 365-page teacher guide, and 375-page laboratory manual. The publishers are under contract with Ohio State University Research Foundation. Various tools, equipment, and materials are available from the publishing company in conjunction with these kits.

Appendix

Publications of the Center for Vocational Education

Budke, Wesley, and Others. *Career Education Practice.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1972.
The authors provide educators with a brief overview of career education in terms of what it is, the models being sponsored by the U.S. Office of Education, examples of locally developed programs, and possible concerns and implications for program development.

Burkett, Lowell. *Career Education: Leadership Roles.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
This publication includes suggestions for leadership in administration, instruction, curriculum development, media, guidance, work experience, personnel training, advisory committees, and adult education.

Burt, Samuel. *Career Education: Involving the Community and Its Resources.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
The author identifies strategies for community involvement, outlines organizational structure, and suggests several activities.

Cutlip, Scott. *Career Education: Communicating the Concept.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
Mr. Cutlip discusses the need for, the methods of, and the people involved in communicating facts and data about the definitions, processes, results, and effects of career education.

Developmental Program Goals for the Comprehensive Career Education Model, Preliminary edition. Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1972.
This document includes a set of elements, themes, and goal statements for the Comprehensive Career Education Model.

Farning, Maxwell. *Career Education: the Marine Science Occupations Cluster.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
The author discusses career opportunities within harbor construction and maintenance; ship construction; merchant marine activities; towboating; longshoring; fishing and fish farming; and petroleum and natural gas exploration, extraction, and research.

Fifth Annual National Leadership Development Seminar for State Directors of Vocational Education: the Role of Vocational Education in Career Education. Compiled and edited by Daniel Koble, Jr., and Robert Coker. Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
This document focuses on the foundations of the career education concept, systems for implementing programs, and conceptualizing the role of state vocational education divisions in bringing about the necessary changes.

Frantz, Nevin. *Career Cluster Concepts.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
The various types of occupational clusters and curriculum development efforts are identified, and operational cluster programs are considered in terms of commonalities and their relationship to occupational clusters.

Gorman, Anna, and Joseph Clark. *Sixth Annual National Vocational and Technical Teacher Education Seminar Proceedings: Implications of Career Education for Teachers' Preparation.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
The seminar proceedings included discussions of the implications of career education for teacher preparation.

Haines, Peter. *Career Education: In-Service Teacher Education.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
In this publication, the author provides a format for planning and managing an inservice training delivery system, including the strategy, the program structure, and the instructional system.

Hansen, L. Sunny. *Career Education: Teacher's Responsibilities.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
The author examines selected programs which define teacher responsibility, identifies components of teacher inservice education programs, and cites numerous examples of exemplary staff development programs.

Herr, Edwin L. *Review and Synthesis of Foundations for Career Education.* Columbus; Ohio: Center for Vocational Education, The Ohio State University, 1972.
In this publication, the author identifies, reviews, and synthesizes major antecedents to career education which are available in history, philosophy, and theory.

Hill, George. *Career Education: Guidance in the Elementary School.* Columbus Ohio: Center for Vocational Education, The Ohio State University, 1973.
The significance of guidance in the elementary school is discussed; staffing alternatives are outlined; and resources are suggested.

Hills, Kenneth. *Review and Analysis of Sources of Occupational Information for Career Education.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
In this publication, the author stresses the importance of occupational information, identifies numerous sources of occupational information, and suggests criteria for assessing occupational information.

Hoyt, Kenneth. *Career Education, Vocational Education and Occupational Education: An Approach to Defining Differences.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1974 (reprint).
This publication includes a speech given as part of the Distinguished Lecture Series at the Center for Vocational Education.

Huber, Jake. *Career Education: Information Resources.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
Selected curriculum information sources are identified to assist vocational educators in developing and implementing curriculum and instructional materials.

Hull, William, Randall Wells, and Charles Gross. *Diffusion Factors Associated with the Comprehensive Career Education Model, Development and Acceptance of the Curriculum Units in Field Test Sites.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1974.
The focus of this publication is on two aspects of the Comprehensive Career Education Model (CCEM): (1) the development and use of a temporary system to establish linkages between the prime contractor, the Center for Vocational Education, and six local education agencies which subcontracted to develop and test curriculum units; and (2) teacher acceptance of the first 45 curriculum units that were field tested during the 1972-73 school year.

Lee, Jasper. *Career Education: the Agribusiness and Natural Resources Occupational Cluster.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
Mr. Lee provides a description of the agribusiness and natural resources occupations cluster for teachers, administrators, and counselors.

Leonard, George. *Career Education: Disadvantaged Students.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
Mr. Leonard identifies career education needs of the disadvantaged and summarizes current career education programs for the handicapped.

Maxwell, David, and Others. *Career Education: Curriculum Materials for the Disadvantaged.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
This book contains an analysis of curriculum needs of the disadvantaged in career awareness, career exploration, and career preparation. It includes suggestions for instructional materials.

McKinney, Lorella, Sandy Orletsky, and Ernestine Dozier. *Personnel Development in Career Education: a Selected Annotated Bibliography.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
The authors provide an extensive coverage (1970–73) of literature on personnel development in career education.

Moore, Allen. *Abstracts of Instructional Materials for Career Education.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1972.
This document includes indexes and abstracts of curriculum units, teacher guides, handbooks, and career-related instructional materials.

Moore, Allen. *Career Education: the Role of Adult Education.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
This book includes basic information with regard to methods and techniques of articulating the needs of youth and adults as they exit secondary schools.

Moore, Allen. *Supplement to Abstracts of Instructional Materials for Career Education.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
This 1973 document provides supplementary indices and abstracts of curriculum units, teacher guides, handbooks, and career related instructional materials.

Olson, Jerry. *Career Education: the Role of Vocational Education.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
The author discusses the relationship between career education and vocational education in terms of educational elements, student participation, and learning activities.

Peterson, Marla. *Application of Vocational Development Theory to Career Education.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
The author discusses how the vocational development theory (trait-and-factor, decision model, sociological, psychological, and developmental approaches) can be applied to career education programs.

Seventh Annual National Vocational and Technical Teacher Education Seminar Proceedings: the Changing Educational Scene. Edited by Anna Gorman, Mary Anderton, and Joseph Clark. Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1974.
The participants in this seminar addressed the topics of changes in society and in education and then reflected on changes that need to emerge on the educational scene.

Smith, George. *Career Education: Local Administration of Programs.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
In this publication, the author explores educational change processes and problems, personnel and staffing, community concerns, and program quality control.

Verhoven, Peter, and Dennis Vinton. *Career Education: the Leisure Occupations Cluster.* Columbus, Ohio: Center for Vocational Education, The Ohio State University, 1973.
The authors discuss the training requirements for the leisure occupations.

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